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OFFICIAL GOVERNMENT OF GOA GAZETTE



NOTE

There is one Extraordinary issue to the Official Gazette, Series I No. 19 dated 7-8-2008 namely, Extraordinary dated 13-8-2008 from pages 589 to 592 regarding Notification from Department of Finance (Revenue and Control Division).

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Department	Notification	Subject	Pages
1. Town & Country Planning	Nos. 21/1/TCP/08/Pt. File/ /3015	Draft Regulation (Goa Land Development and Building Construction Regulations, 2008)	593

GOVERNMENT OF GOA

Department of Town & Country Planning

Notification

21/1/TCP/08/Pt.File/3015

The following draft regulations which are proposed to be made under sub-sections (1) and (2) of section 4 of the Goa (Regulation of Land Development and Building Construction) Act, 2008 (Act 6 of 2008), are hereby pre-published as required under section 5 of the said Act for information of the persons likely to be affected thereby and notice is hereby given that the said draft regulations will be taken into consideration by the Government on the expiry of a period of 30 days from the date of publication of this Notification in the Official Gazette.

All objections and suggestions to the said draft regulations may be forwarded to the Chief

Town Planner, Town and Country Planning Department, 2nd Floor, Dempo Tower, Patto, Panaji, Goa, before the expiry of the said period of 30 days so that they may be taken into consideration at the time of finalization of the said regulations.

DRAFT REGULATIONS

In exercise of the powers conferred by sub-sections (1) and (2) of section 4 of the Goa (Regulation of Land Development and Building Construction) Act, 2008 (Act 6 of 2008), and all other powers enabling it in this behalf, the Government of Goa hereby makes the following regulations, namely:—

GOA LAND DEVELOPMENT AND BUILDING CONSTRUCTION REGULATIONS, 2008.

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1. Short title, extent and commencement .

- 1.1 These Regulations may be called "Goa Land Development and Building Construction Regulations, 2008" for the State of Goa.
- 1.2 They shall come into force on such date as may be notified in the Official Gazette.
- 1.3 They shall extend to the entire State of Goa, unless otherwise specifically exempted in certain notified areas under these Regulations.

2 Definitions.— In these Regulations, as well as in the Orders passed by and communications issued by the Planning and Development Authority/Municipal Council/Village Panchayat under the relevant Acts, the words listed below shall have the meanings given against them, unless the context requires otherwise.

Words and expressions, used in these Regulations and not defined herein will be as defined by the PDA/Municipal Council/Village Panchayat from time to time, unless defined in the relevant Acts, Rules, Regulations in which case they shall have the same meaning as assigned to them in the relevant Acts, Rules and/or Regulations.

All mandatory Regional Plan/ODP/CD Plan regulations regarding use, land use, coverage, FAR, set back, open space, height, number of stories, number of dwelling units, parking standards etc. for various categories of buildings including modification therein made from time to time shall be applicable *mutatis mutandis* in the Regulations under this clause. All amendments/modifications made in the aforesaid regulations shall automatically stand deemed to have been included as part of these Regulations.

(1) "Act" means the relevant Act as amended from time to time.

(2) "Authority" the local body having jurisdiction over the matter referred to, hereinafter called the Authority.

(3) "Application" an application made in such form as may be prescribed by the Authority from time to time.

(4) "Air-conditioning" a process of treating air to control simultaneously its temperature, humidity, cleanliness and distribution to meet the requirement of an enclosed space.

(5) "Area" in relation to a building means the superficies of a horizontal section thereof made at the plinth level inclusive of the external walls and of such portions of the party walls as belong to the building.

(6) "Advertising Sign" Any surface or structure with characters, letters or illustrations applied thereto and displayed in any manner whatsoever outdoors for the purpose of advertising or giving information or to attract

the public to any place, person, public performance, article, or merchandise, and which surface or structure is attached to, forms part of, or is connected with any building, or is fixed to a tree or to the ground or to any pole, screen, fence or hoarding or displayed in space, or in or over any water body included in the jurisdiction of the Authority.

(7) "Amenity" includes roads, street, open spaces, parks, recreational grounds, play grounds, gardens, water supply, electric supply, street lighting, sewerage, drainage, public works and other utilities, services and conveniences.

(8) "Approved" means as approved/sanctioned by the Authority under these Regulations.

(9) "Access" means of an entry to any building/plot/land.

(10) "Addition" means any change involving addition to the coverage, F.A.R., height or reduction in setbacks.

(11) "Alteration" means a change from one use to another or a structural change, such as, a change to the area or height, or the removal of part of a building, or a change to the structure, such as, construction of, cutting into or removal of any wall, partition, column, beam, joint, floor or other support, or a change to or closing of means of ingress or egress.

(12) "Architect" means any person registered under the provisions of the Architect's Act (Central Act No. 20 of 1975).

(12A) "Atrium" means an open or a covered courtyard in a building usually surrounded by an arcade on all sides.

(13) "Attic storey" or "Attic floor" means a floor immediately above the top most storey of a building formed under the sloping roof.

(14) "Balcony" or "Verandah" means a floor projection or recess beyond internal or external wall having handrail or balustrade parapet at least on one side, open either to internal courtyard or external air space or to serve as passage or a sitting out place. The said opening may be

provided with a grill or a sliding glass panel shutters above the parapet.

(15) "Basement" or "Cellar" means the lowest storey of a building below ground level of the plot constructed up to a depth of 3.00 meters from ground floor level and projecting not more than 1.50 meter above the surrounding ground level and used for parking and services not extending 1/10th of the basement or cellar area when used as safe deposit vault of a bank or a hotel.

Note: Multi level basement floors in buildings for parking and services are permissible subject to fulfillment of safety and functional requirement. The design and specifications of multilevel basement and their uses shall be governed by provisions detailed out in ANNEXURE-VI at 27.VI.

(16) "Bench mark" means a point marked on the ground to serve as point of reference.

(17) "Boundary wall" see "Compound Wall".

(18) "Building" means a structure constructed with any materials whatsoever for any purpose, whether used for human habitation or not, and includes:-

(a) Foundation, plinth, walls, floors, roofs, chimneys, plumbing and building services, fixed platforms etc.;

(b) Verandahs, balconies, cornices, projections etc.;

(c) Parts of a building or anything affixed thereto;

(d) Any wall enclosing or intended to enclose any land or space, sign and outdoor display structures, etc.;

(e) Tanks constructed or fixed for storage of chemicals or chemicals in liquid form and for storage of water, effluent, swimming pool, ponds etc.;

(f) All types of buildings as defined in (a) to (q) below, except tents, shamianas and tarpaulin shelters erected temporarily for temporary purposes and ceremonial occasions, shall be considered to be "buildings";

(18A) "Building" by types-

(a) "Assembly Building" means a building or part thereof, where groups of people congregate or gather for amusement, recreation, social, religious, patriotic, civil, travel and similar purposes and this includes buildings of drama and cinemas theatres, drive-in-theatres, assembly halls, city halls, town halls, auditoria, exhibition halls, museums, mangal karyalayas, skating rinks, gymnasias, restaurants, eating or dining houses, places of worship, dance halls, clubs, gymkhanas, and road, ways, air, sea or other public transportation stations and recreation piers;

(b) "Business Building" includes any building or part thereof used principally for transaction of business and/or keeping of accounts and records including offices, banks, professional establishment, court houses etc., if their principal function is transaction of business and/or keeping of books and accounts;

(c) "Commercial Building" means the building used or constructed or adopted to be used wholly or principally for commercial activity;

(d) "Education Building" includes a building exclusively used for a school or college, recognized by the appropriate Board or University, or any other Competent Authority involving assembly for instruction, education or recreation incidental to educational use, and including a building for such other uses as research institution. It shall also include quarters for essential staff required to reside in the premises, and building used as a hostel captive to an educational institution whether situated in its campus or outside;

(e) "Hazardous Building" includes a building or part thereof used for: Storage, handling, manufacture or processing of radioactive substances or highly combustible or explosive materials or of products which are liable to burn with extreme rapidity and/or producing poisonous fumes or explosive emanations;

(f) "Industrial Building" includes a building or part thereof wherein products or material are fabricated, assembled or processed, such as assembly plants, laboratories, power plants, refineries, gas plants, mills, dairies and factories etc.;

(g) "Institutional Building" includes a building constructed by Government, Semi-Government Organizations or Registered Trusts and used for medical or other treatment, or for an auditorium or complex for cultural and allied activities or for an hospice, care of persons suffering from physical or mental illness, handicap, disease or infirmity, care of orphans, abandoned women, children and infants, convalescents, destitute or aged persons and or penal or correctional detention with restricted liberty of the inmates ordinarily providing sleeping accommodation and includes dharamshalas, hospitals, sanatoria, custodial and penal institutions such as jails, prisons, mental hospitals, houses of correction, detention and reformatories etc.;

(h) "Mercantile Building" includes a building or part thereof used as shops, stores or markets for display and sale of wholesale and or retail goods or merchandise, including office, storage and service facilities incidental thereto and located in the same building;

(i) "Multi-Storeyed Building or High Rise Building" means a building above 4 stories, and/or a building exceeding 15.00 meters in height. (see Regulation 6A.5 for calculation of building height);

(j) "Multi Level Car Parking Building" means a building partly below ground level having two or more basements or above ground level, primarily to be used for parking of cars, scooters or any other type of light motorized vehicle;

(k) "Office Building (premises)" includes a building or premises or part thereof whose sole or principal use is for an office or for office purposes or clerical work. "Office purposes" include the purpose of administration, clerical work, handling money, telephone, telegraph and computer operation; and "clerical work" includes writing, book-keeping, sorting papers, typing, filling, duplicating, punching cards or tapes, machine calculations, drawing of matter for publication and editorial preparation of matter for publication;

(l) "Special Building" includes assembly, industrial, hazardous buildings, buildings used for wholesale establishments, hotels, hostels, centrally air conditioned buildings and which exceed 15 meters in height and have a total built up area exceeding 600 sq. meters;

(m) "Storage Building" means a building or part thereof used primarily for storage or shelter of goods, wares, merchandise and includes a building used as a warehouse, cold storage, freight depot, transit shed, store house, public garage, hanger, truck terminal, grain elevator, barn and stables;

(n) "Wholesale Establishment" means an establishment wholly or partly engaged in wholesale trade and manufacture, wholesale outlets, including related storage facilities, warehouses and establishments engaged in truck transport, including truck transport booking agencies;

(o) "Residential Building" includes a building in which sleeping and living accommodation is provided for normal residential purposes, with cooking facilities and includes one or more family dwellings, apartment houses, flats, and private garages of such buildings;

(p) "Detached Building" includes a building with walls and roofs independent of any other building and with open spaces on all sides within the same plot;

(q) "Semi-detached Building" means a building detached on three sides with open space as specified in these regulations;

(r) "Mixed Land Use Building" means a building partly used for non-residential activities and partly for residential purpose;

(s) "Unsafe Building" includes a building which:—

(i) Is structurally unsafe, or

(ii) Is in sanitary, or

(iii) Is not provided with adequate means of ingress or egress, or

(iv) Constitutes a fire hazard, or

(v) Is dangerous to human life, or

(vi) In relation to its existing use, constitutes a hazard to safety or health or public welfare by maintenance, dilapidation or abandonment;

Note: - All unsafe buildings/structure will require to be restored by repairs, demolition or dealt with as directed by the Authority. The relevant provisions of the Act shall apply for procedure to be followed by the Authority in taking action against such buildings.

(19) "Building line" means the line up to which the plinth of the building facing a street or an extension of a street or/ any future street may lawfully extend. It includes the lines prescribed in any scheme.

(20) "Building height" means the vertical distance measured from the ground level to the top of the building. (see Regulation 6A.5 for calculation of building height);

(21) "Built up area" means all areas which are built upon and essentially forming part of the building/buildings and which includes all area computed under covered area/floor area as well as all area specifically exempted under covered area/floor area calculations.

(22) "Canopy/Porch" mean a cantilevered projection from the face of the wall over an entry to the building at the lintel or slab level provided that:-

(a) It shall not project beyond the plot line;

(b) It shall not be lower than 2.3 m. or 7'- 6" when measured from the ground;

(c) There shall be no structure on it and the top shall remain open to sky;

(23) "Cantilever" means a projection from a wall or column;

(24) "Cabin" means a non-residential enclosure constructed of non-load bearing partitions;

(25) "Carpet area" means the covered area of the useable rooms at any floor level excluding the area of the walls;

(26) "Ceiling height" means the vertical distance between the floor and the underside of the slab;

(27) "Chajja" means a sloping or horizontal overhanging provided on external walls to provide protection from sun and rain;

(28) "Chief Officer" means the person appointed or deemed to be appointed under the Act to be the Chief Officer of the Municipal Area;

(29) "Cinema" means an auditorium where performance is essentially given by projection on screen with or without the accompaniment of sound, and includes temporary or travelling cinemas/theatres;

(30) "Clean industry" means an industry, which does not emit smoke, noise, offensive odours or harmful industrial wastes;

(31) "Competent Authority" means a Municipal Council or Village Panchayat competent to grant building licence;

(32) "Completion Certificate" means a certificate issued to confirm that the development has been completed as per the permission granted;

(33) "Completion Order" means an order issued by PDA or Town Planning Officer to confirm that the development has been completed as per permission granted;

(34) "Compound wall" means an enclosure, including gate/gates, constructed with any material within/along/around the boundaries of a property;

(35) "Conservation/Preservation Zone" means an area indicated on the Outline Development Plan or any other plan as an area having architectural/ /heritage/Archaeological importance within which development is governed by special Regulations and is subject to approval of the Conservation Committee;

(36) "Courtyard" means a space open to sky enclosed or partially enclosed by building, boundary wall or walls starting at any floor level within or adjacent to a building and accessible at the floor from where it starts;

(37) "Covered area" means the area covered by building/buildings, immediately above plinth level, but does not include the following :-

(a) Area of balconies and cantilever floor projection areas provided they are at a minimum height of 2.10 meters from the ground level;

(b) Unstoreyed porch areas limited to 25% of total covered area;

(c) Areas of septic tanks, soak pits, man holes, drainage, gutters, chambers, wells and the like, fountains, steps, water sumps, pump house, swing frames, compound walls and gates, security cabin, all type of antennas and their bases, provided they are so located so as not obstruct free movement and parking of vehicles;

(d) Uncovered swimming pools provided the plot area is more than 2000 m² or in case of plots less than 2000 m², the area of the pool does not exceed 10% of the plot area; provided further it is so located that it does obstruct the free movement and parking of vehicles;

(e) Atriums & Pounding of a mall in commercial and residential building which is limited to 30% of the total covered area;

(38) "Coverage" means the percentage obtained by dividing the covered area by the effective plot area;

$$\text{Coverage} = \frac{\text{Covered area}}{\text{Effective plot area}} \times 100$$

(39) "Council" means a Municipal Council constituted or deemed to be constituted under the relevant Act;

(40) "Detached building" means a building whose walls and roof are independent of any other building with open space on all sides as specified;

(41) "Development" means, with its grammatical variations, the carrying out of building, engineering, mining or other operations in, on, over or under the land or making any change in any building or land or in the use of any building or land and includes Sub-division of land;

(42) "Deviation" means any change in the plans with respect to approved set backs, height, coverage and F.A.R. limits only. It also means any change that alters the exterior of the building in Conservation zone;

(43) "Dwelling unit" means an independent housing unit with separate facilities for living, cooking and sanitary requirements;

(44) "Effective plot area" means the area derived after deducting, from the plot area recorded in Survey records, the following areas:—

(a) area of proposed right of way of the road/roads;

(b) areas reserved for any public purpose, excluding any area earmarked for easement right/traditional access;

(c) area not permitted for development. (Zones A1, A2, R, & P);

(d) mundcar areas as per the provisions of the Mundcar Act;

(45) "Engineer" means a person holding a Degree in Civil Engineering recognized by the All India Council of Technical Education or Diploma in Civil Engineering recognized by State Board or Technical Education of any State/Union Territory of India;

In case of persons holding Diploma in Civil Engineering, they should be Corporate Members of the Institution of Engineers (India) or should have minimum ten years professional experience;

Note: All the diploma holders of Civil Engineering, registered with any Authority, prior to coming into force, PDA Regulations, 1995, shall be considered as "Engineer" for the purpose of these regulations;

(46) "External wall" means an outer wall or vertical enclosure or any building not being a partition wall even though adjoining to a wall of another building. It also means a wall abutting on any interior open space of any building;

(47) "External Air" or "Open Air" means space open to sky;

(48) "Factory" means a factory as defined in the Factories Act, 1948;

(49) "Farm House" means a building constructed in agricultural land, for the purpose of carrying out farming activities;

(50) "Fencing" see "Compound wall";

(51) "Filling station" means a place of retail business engaged in supply and dispensing of motor oil/fuel essential for the normal operation of motor vehicles.

(52) "Filling cum Service station" means a place of retail business engaged in supply and dispensing of motor oil/fuel essential for the normal

operation of motor vehicles along with servicing of automobiles. This includes dispensing of motor oil, the sale and service of motor tyres, batteries and other accessories and washing and lubricating of automobiles. It does not include body or engine repair work, painting or other major repairs and overhauling of automobiles.

(53) "Fire resisting wall" means a fire resistance rated wall having protected openings, which restricts the spread of fire and extends continuously from the foundation to at least one meter above the roof.

(54) "Fixed Fire Fighting Installation" means any installation other than passive measures incorporated in the building for audio visual and suppression measures for combating fires.

(55) "Floor" means the lower surface in a storey on which one normally walks in a building. The general term floor unless specifically mentioned otherwise shall not refer to mezzanine floor.

(56) "Floor area" means the covered area of a building at all floor levels totalled together, provided that the following shall not be counted towards computation of floor area:-

(a) Basement or cellar is exempted from FAR calculation only if 90% of the Basement or Cellar is to be utilized for parking of vehicles and the remaining area is used for services or safe deposit vaults in case of Banks.

(b) Balcony or Verandah projecting/recessed up to 1.50 meter from the wall. If the projection/recess is more than 1.50 meter, then the area beyond 1.50 meter shall be added in computation of floor area.

(c) Stilts

(d) Unstoreyed porch.

(e) Areas of septic tanks, soak pits, man holes, drainage, gutters, chambers, wells and the like, fountains, steps, water sumps, pump house, swing frames, compound walls and gates, all type of antennas and their bases, provided they are so located so as not to obstruct free movement and parking of vehicles.

(f) Uncovered swimming pools, provided the plot area is more than 2000m² or in case of plots less than 2000m², the area of the pool does not

exceed 10% of the plot area; provided further it is so located that it does not obstruct the free movement and parking of vehicles.

(g) Staircase with steps of clear width of 1.20 m. and above for residential buildings and 1.40 m, and above for others, provided that, the risers are not more than 17cm, threads not less than 25 cm, landing depth is less than the width of the flight and the maximum number of risers in any flight should not exceed thirteen. Staircase room and/or lift rooms above the top most storey, architectural features, chimneys and elevated tanks as permissible under this Regulation.

(h) Lift area from first floor onwards.

(i) Fire escapes staircase.

(j) Areas provided to accommodate the facilities to comply with the requirements of public services departments such as electricity, water supply, sewerage, telephones, etc.,

(k) Area equivalent to a maximum of 7.5% of the floor area proposed, used for infrastructural facilities such as Pump house, club house, Generator room, Garbage collection/disposal enclosure, Telephone Exchange/CCTV equipment room and Entrance foyer/lobby on all floors.

(l) In case of Co-operative Societies/Group Housing/block of flats/shops, having a floor area of 1,000 m² or more, a Society Office should be included in (k) above.

Note:- The built-up areas mentioned above are inclusive of toilet facility.

(m) Following special provisions shall be applicable while finalizing the permissible Floor Area Ratio (FAR):-

In case of plots affected by proposed right of way or road widening or public reservations as per any plan or scheme in force, an additional FAR equivalent to 100% of such affected area or to 25% of the effective plot area, whichever is lower shall be allowed, provided the affected area is gifted to the designated authority through a Gift Deed at the time of applying for Occupancy Certificate.

Ex. 1) Zone CI, FAR permissible 200
 Total Plot Area = 1000 sq. mts.
 Area under Road Widening = 100 sq. mts.
 Effective plot area = 900 sq. mts.
 FAR Calculation should be as follows:
 a) $900 \times 2 = 1800.00$ sq. mts.
 b) 25% of 1800 sq. mts. = 450 sq. mts.
 c) 100% of 100 sq. mts. (100×2) = 200.

The FAR allowed shall be 1800 (Permissible FAR) +200 (i.e. additional FAR) = 2000 sq. mts. (450 sq. mts. or 200 sq. mts. whichever is less)

Ex. 2) Zone CI, FAR permissible 200
 Total Plot Area = 1000 sq. mts.
 Area under Road Widening = 600 sq. mts.
 Effective plot area = 400 sq. mts.

FAR Calculation should be as follows:

- a) $400 \times 2 = 800.00$ sq. mts.
- b) 25% of the 800 = 200 sq. mts.
- c) 100% of 600 (600×2) = 1200.00 sq. mts.

The FAR allowed shall be 800 (Permissible FAR)+200 (i.e. additional FAR) = 1000 sq. mts. (200 sq. mts. or 1200 sq. mts. whichever is less)

(n) A wall built as double wall for protection to the internal wall or building and for cladding with material such as sheets, FRP glass or any other façade cladding material used as a wall protective or as architectural feature or for beautification of exterior façade of the building. The same is not to be constituted as super built up area or is included in floor area calculations provided that the external wall as referred to above does not encroach the set back line and the distance between such two walls shall not be more than 1.2 meters, and the same shall not be used for any other purposes and is kept vacant. The area between the two walls shall not be counted for FAR and Coverage.

Note: Any other floor areas specifically allowed/ exempted under these Regulations.

(57) "Floor Area Ratio" (F.A.R.) means the ratio obtained by dividing the Floor area by the Effective plot area.

(58) "Front" as applied to a plot means the side of the plot abutting the street giving access to the plot, and as applied to the building means that portion facing the access to the building.

(59) "Fire resistant materials" means and includes those materials serving appropriate fire resistance rating as approved by the Authority Council/Panchayat for specific use on the relevant provisions of National Building Code of India and relevant I.S.I. Codes and Standards.

(60) "Foundation" means that part of a structure which is below the lowermost floor including footing and which provides support to the superstructure.

(61) "Garage" means an enclosed building or portion of a building designed and used for the parking of vehicles.

(62) "Group of buildings" means more than one building consisting of residences, shops, offices and the like on a single plot.

(63) "Habitable room" means a room occupied or designed for occupancy by one or more persons for study, living, sleeping, eating but not including kitchen, bathroom, water closet compartments, laundry rooms, serving and storage pantries, corridors, cellars, attics, and spaces that are not used frequently or during extended periods.

(63A) "Harvesting structure" means a system of structures built in the building site to collect, filter and channel the rain water from roof tops/ terrace or any paved or unpaved surface within the building site to store collected rain water for percolation or recharge or storage in underground or over ground tank and reuse in non monsoon seasons.

(63B) "Harvesting Tank" means a water tight underground tank to collect and store rain water collected from roof tops/terraces or any paved or unpaved surface within the building site after screening through filter beds/mediums for reuse in non-monsoon seasons.

(63C) "Harvesting Reservoir" means a water tight open to sky reservoir to collect and store rain water collected from roof tops/terraces or any paved or unpaved surface within the building site after screening through filter beds/mediums for reuse in non-monsoon seasons.

(63D) "Recharge Well" means a well with filter bed structure built around existing well/ abandoned bore well to recharge the ground water with rain water collected from roof tops/

/terraces or any paved or unpaved surface within the building site after screening through filter beds//mediums for reuse in non-monsoon seasons.

(63E) "Permeable Trench" means a trench dug along the compound wall/contours filled with gravel/sand mixture for recharging the ground water with rain water collected from roof tops/terraces or any paved or unpaved surface within the building site after screening through filter beds//mediums.

(64) "Height of the building" means the vertical distance measured from the plinth of the building. (see Regulation 6A.5 for calculation of building height).

(65) "High-rise building" means a building having a height above 15.00 meters as defined in the National Building Code of India, 2005. Architectural features and other services serving no other functions except that of decoration and services shall be excluded for the purpose of measuring height (see Regulation 6A.5 for calculation of building height).

(66) "Hoarding" means any surface or structure erected on ground or any portion of a roof of a building or on or above the parapet, with characters, letters or illustrations applied thereto and displayed in any manner whatsoever outdoors for the purpose of advertising or to give information regarding or to attract the public to any place, person, public performance, article of merchandise whatsoever.

(67) "Land locked plot" means a plot, which is bounded on all sides by plots of different ownership and is not accessible by a public road.

(68) "Loft" means a residual space above normal floor level without any direct staircase leading to it which may be constructed or adopted for storage purpose complying with the following:-

(a) Size of loft - Area of loft shall not exceed 25% of the carpet area of the habitable room in which it is constructed. The size of loft over corridor, toilet and bathroom may be 100% of the area.

(b) Height - The headroom measured from the surface of the floor to any point on the underside of the loft shall not be less than 2.10 mts. The maximum height of the loft shall not

be more than 1.50 mts. in case of horizontal floor and such residual space formed by sloping room.

(69) "Member Secretary" means a Town Planning Officer appointed by the Government, under Section 20 of the T & C. P. Act.

(70) "Mezzanine floor" means an intermediate floor between two main floors, not less than 2.20 meters in height from the lower level of the floor and 2.20 meters in height from the intermediate level to the ceiling of the room or hall and having not more than 1/3 of the carpet area of the room in which it is contained and not enclosed on side overlooking the room in which it is contained.

(71) "Municipal Engineer" means the engineer appointed under Section 72 of the Municipalities Act.

(72) "Municipal Area" means any area declared as Municipal Area under the Municipalities Act.

(73) "Natural Hazard" The probability of occurrence, within a specific period of time in a given area, of a potentially damaging natural phenomenon.

(74) "Natural Hazard Prone Areas" Areas likely to have moderate to high intensity of earthquake, or cyclonic storm or significant flood flow or inundation, or land slides/mud flows/avalanches or one or more of these hazards.

Note: Moderate to very high damage risk zones of earthquakes are as shown in Seismic Zones III, IV and V specified in IS:1893; moderate to very high damage risk zones of cyclones are those areas along the sea coast of India prone to having wind velocities of 39 m/s or more as specified in IS:875(Part 3); and flood prone areas in river plains (unprotected and protected) are indicated in the Flood Atlas of India prepared by the Central Water Commission, besides, other areas can be flooded under conditions of heavy intensity rains, inundation in depressions, back flow in drains, inadequate drainage, etc. as identified through local surveys in the development plan of the area and landslide prone areas as identified by Goa State Disaster Management Authority constituted by the Government.

(75) "Non-Structural Component" means those components of buildings which do not contribute to the structural stability such as infill walls in RCC frame buildings, glass panes, claddings, parapet walls, chimneys etc.

(76) "Notification" means a notification published in the Official Gazette.

(77) "Obnoxious and Hazardous Industry" means an industry which creates nuisance to the surrounding in the form of smell, smoke, gas, dust, air pollution and other unhygienic conditions.

(78) "Occupancy or Use Group" means the principal occupancy for which a building or a part of a building is used or intended to be used; for the purpose of classification of a building according to the occupancy, an occupancy shall be deemed to include subsidiary occupancies which are contingent upon it.

(79) "Open Space" means an area forming part of a site left open to the sky and includes the areas reserved as such in a sub-division of land for the purpose of recreation or any other public use permitted under these Regulations.

(80) "Owner" —

(a) When used with reference to any land or premises, means:—

(i) a person/persons/institution/Society who holds sufficient interest or title in such land or premises by virtue of being the holder of a title deed or a Government/Court order declaring him/them to be the owner, or

(ii) The person who receives the rent of the said land/premises or who would be entitled to receive the rent thereof if the premises were let, and includes—

(1) an agent or trustee who receives such rent on account of the owner,

(2) an agent or trustee who receives the rent of or is entrusted with or concerned for, any premises devoted to any religious or charitable purposes,

(3) a receiver, administrator or manager appointed by any Court of competent jurisdiction, to have the charge of, or to exercise the rights of an owner of the said premises, and

(4) a mortgage in possession.

(b) When used to any animal, vehicle or boat includes the person for the time being in charge of the animal, vehicle or boat.

(81) "Parking and Parking space" means an area enclosed or unenclosed, open or covered, sufficient in size to park a vehicle. Every parking space shall be accessed/served by a driveway connecting the parking area with the street/road/alley with ingress and egress for the vehicle. Multi storied parking shall be permitted in Commercial Zone, Transport Zone, Industrial Zone, Institution Zone and S 1 Residential Zone and all floors shall be permitted to be used for parking of vehicles provided that:—

(a) the plot size and dimensions of the plot allow for construction of Ramps with a gradient of 1:8 slope with adequate manouvering space.

(b) It shall have a separate entry and exit provision.

(c) In case of sloppy sites, the building can have more than one stilt floor for parking and the height of the building is to be considered from the ground level at any point.

(d) The top most floor/terrace of a building can be permitted to be used for parking of vehicles.

(e) All parking areas shall be accessible by an internal road having a minimum width of 6.00 meters.

(82) "Permeable Trench" means a trench dug along the compound wall/contours filled with gravel/sand mixture for recharging the ground water with rain water collected from roof tops/terraces or any paved or unpaved surface within the building site after screening through filter beds//mediums.

(83) "Plan" means the plans such as Regional Plan, Outline Development Plan, Comprehensive Development Plan, and Zoning Plan, approved by the Government under the relevant provisions of any Act or Rules made thereunder and shall include any plans, schemes approved by the Government.

(84) "Planning and Development Authority" or "PDA" means the Planning and Development Authority constituted under the Town & Country Planning Act, 1974.

(85) "Plinth" means the portion of a structure between the surface of the surrounding ground

and the surface of the floor immediately above the ground.

(86) "Plot" means a continuous portion of land held in one ownership.

Note:- Provided that for the purpose of Development Control following shall be considered as plot:-

- (i) One Survey No. and one Sub-division, or
- (ii) One or more Chalta Nos. under one ownership, or
- (iii) One parcel of an approved sub-division plan, or
- (iv) One parcel as per the partition ordered by a court, or
- (v) One parcel resulting due to sub-division by rights of inheritance, or
- (vi) One parcel resulting due to operation of Law by any Government scheme, or
- (vii) One parcel resulting due to the application of the Mundcar Act, or
- (viii) One parcel resulting by amalgamation of more than one plots described above.

Note:- Structures or portions thereof having separate Chalta nos. but falling within one plot with common ownership may not require amalgamation.

(a) "Corner plot" means a plot at the junction of two or more streets. Such plots shall be deemed to have as many fronts as there are abutting streets and therefore no rear setback regulation will be applicable.

(b) "Double frontage plot" means a plot having opening on two streets, not adjacent to each other. Rear setback regulation will not apply in such plots also.

(c) "Plot Abutting on two or more streets" means, if a plot abuts on two or more streets, the building on such plot shall be deemed to face upon the street that has greater width and this shall be considered as front of the building for the purpose of access and other provisions prescribed in these bye-laws. In case of plot abutting on 2 or more streets having the same width portion facing any one of the streets shall be deemed the front of the building.

Note: In case the R/W of the roads, which about the corner plot, is less than 6.0 m. the plot shall be considered as corner plot only if the set back from the centre line of the said road to the building line is minimum of 6.0 m. No relaxation of front set back will be allowed in such cases.

(87) "Private Street" means a street which is not a public street.

(88) "Property" means a landed estate.

(89) "Public street" means any street over which the public has a right of way, levelled, paved, metalled, channeled, severed, or repaired out of Municipal or other public funds or under the provisions of relevant Act becomes or is declared a public street, and shall include the roads of a sub-division approved by a competent authority.

(90) "Public place" means any place or building which is open to the use and enjoyment of the public, whether it is actually used or enjoyed by the public or not and whether the entry is regulated by any fees and include any reserve open spaces in any development scheme or not;

(91) "Public building" means the building used or intended to be used either ordinarily or occasionally as a church, chapel, temple, mosque or any other place or worship, college, school, cinema, public hall, public bath, hospital, hotels, restaurants, or lecture rooms or any other place of public assembly;

(92) "Porch" see "Canopy"

(93) "Quality Control" is related to construction quality and to control of variation in the material properties and structural adequacy. In case of concrete, it is the control of accuracy of all operations which affect the consistency and strength of concrete, batching, mixing, transporting, placing, curing and testing.

(94) "Quality Audit" Third party quality audit is a requirement for an independent assessment of the quality and seismic or cyclone resistant features of all the high-rise buildings in earthquake zone IV and V and coastal areas of the country. The quality audit report shall consist of conformance or non-conformance of structures with the technical specifications for earthquake and cyclone resistance and to suggest remedies/rectification if any.

(95) "Quality Assurance" means all planned and systematic actions necessary to ensure that the final product i.e. structure or structural elements will perform satisfactorily in service life.

(96) "Ramp" means an inclined way, the gradient of which should not exceed 1:4 in case of motorized traffic and 1:10 in case of pedestrian traffic.

(97) "Rear" as applied to a plot or building means that side which is on the opposite side of the "front"

(98) "Repairs" means any alteration/ improvement and maintenance care of any building, which affects only its interior but does not affect materially, the exterior.

Note: Repairs should not violate the provisions of coverage, right of way, set backs, floor area ratio and height of building as prescribed under these regulations.

(99) "Road width" or "Right of way" or "R/W" means the width of the road or streets inclusive of the street or road drain and footpaths and shall be measured at right angles to the course of direction of such street or road.

Note: In case of road embankments, the road embankment width should be provided in addition to the prescribed R/W.

(100) "Recharge Well" means a well with filter bed structure built around existing well/ abandoned bore well to recharge the ground water with rain water collected from roof tops/ terraces or any paved or unpaved surface within the building site after screening through filter beds/ mediums for reuse in non-monsoon seasons.

(101) "Retrofitting" means upgrading the strength of an unsafe building by using suitable engineering techniques.

(102) "Row housing" means row of houses attached to each other by a common wall/walls.

(103) "Rules" means the rules made under the relevant Act.

(104) "Scheme" means any scheme/project prepared and approved by the Government under the relevant Act.

(105) "Semi-detached building" means a building detached on three sides.

(106) "Service station" means a place of service of automobiles for their normal operation. This includes dispensing of motor oil, the sale and service of motor tyres, batteries and other accessories and washing and lubricating of automobiles. It does not include body or engine repair work, painting or other major repairs and overhauling of automobiles.

(107) "Setback" or "Set back distance" means the horizontal distance measured from the edge of the plot to the line of the building at each floor level as the case may be.

(108) "Side" as applied to the plot means the boundary line joining the front and the rear boundaries at whatever shape or angle.

(109) "Sloping site" means a site or plot having a gradient of more than 1:10.

(110) "Staircase" means the part of the building containing the stairs and its landing built to enclose only the stairs for the purpose of providing protection from weather and not used for human habitation.

(111) "Stilts" means a portion below a building at ground level with at least two fully open sides.

(a) Stilts area of building when used for parking—

(i) the clear ceiling height shall not exceed 3.00 meters below the beam bottom in case the stilts extend the entire floor.

(ii) The ceiling height does not exceed 3.50 meters below the beam in case stilts extend part of a floor only.

(112) "Storey of a building" means the space between the surface of one floor and the surface of the floor vertically above or below.

(113) "Street" means any road, footpath, square, court-alley or passage, accessible whether permanently or temporarily to the public, whether a thoroughfare or not; and shall include every vacant space, notwithstanding that it may be private property and partly or wholly obstructed by any gate, post, chain, or other barrier, if houses,

shops or other buildings about thereon and if it is used by any person as a means of access to or from any public place or thoroughfare whether such persons be occupiers of such buildings or not, but shall not include any part of such space which the occupier of any such building has a right at all hours to prevent all other persons from using as aforesaid.

(114) "Structure" means same as "Building";

(115) "Structural Liability Certificate" means a certificate issued by an Engineer assuming responsibility for the structural design of the building.

(116) "Structural Stability Certificate" means a certificate issued by an Engineer stating that the building has been constructed as per his design and under his supervision and that the building is stable and fit for occupation.

(117) "Sub-division of land" means a development by which a plot is fragmented into smaller parts.

Note: Easement to dominant lands and involuntary fragmentation by operation of law by any Government Scheme and rights of inheritance within a family and fragmentation/division as per the provisions of Mundcar Act shall not come under the scope of this definition.

(118) "Technical officer" means a person appointed by the Government to render technical clearance to designated Council/Village Panchayat for the implementation of these Regulations.

(119) "Temporary Structure" means a structure constructed with material, to last for a specific period and specific purpose, after which the same is to be dismantled.

(120) "Theatre" means a hall used or approved for the use of the public performance of cultural activities or exhibition of films.

(121) "Tower like structure" means structures shall be deemed to be tower-like structures when the height of the tower-like portion is at least twice the height of the broader base at ground level.

(122) "Traditional access" means a pathway used by person/persons through private or public property to gain access to his/their property, which has not other means of access.

(123) "Town Planner" means any person having a Degree/Diploma in Town & Country Planning from a recognized Institute and registered/elected as Associate member of the Institute of Town Planners (India).

(124) "Town Planning Officer" means an Officer of Town and Country Planning Department, designated by Government for the purpose of Act/ Rules/Regulation.

(125) "Travel distance" means the distance to be travelled from point in a building to a protected escape route, external escape route or final exit.

(126) "Verandah" see "Balcony".

(127) "Village Panchayat" means a Panchayat constituted or deemed to be constituted under the relevant Act.

(128) "Village Panchayat Secretary" means the person appointed or deemed to be appointed under the Act to be the Secretary of the Village Panchayat.

(129) "Watch and Ward premises" means the building or part of building used by the security staff for their shelter/rest.

(130) "Water Closet" means a water flushed plumbing fixture designed to receive human excrement directly from the use of the fixture. The term is also used to designate the room or compartment in which the fixture is placed.

(131) "Zone" means the classification given to various areas depending on its use, in the development plans prepared by the Planning and Development Authority or Town and Country Planning Department.

(132) "Zoning Plan" or "Zoning Map" means a part of Regional Plan giving more elaborate zoning details, right of way of roads, etc. duly approved and notified by the Government.

3. PROCEDURE AND REQUIREMENTS FOR SECURING DEVELOPMENT PERMISSION, SUB-DIVISION PERMISSION BUILDING PERMISSION & COMPLETION CERTIFICATE/OCCUPANCY CERTIFICATE

3.1. *Development to be in conformity with relevant Acts, Rules and Regulations thereunder.* -

Every development shall conform to the provisions of relevant Acts, Rules and Regulations and appropriate Plan in force and no development shall be carried out without obtaining prior permission in the manner prescribed under these Regulations, from the Competent Authority.

3.2. *Requirements for obtaining permission.*—

Every applicant seeking development permission/ /sub-division permission/building permission shall be required to submit the following:—

3.2A. *Application.*— An application in the format prescribed under the provisions of these Regulations.

APPENDIX A1-PDA - to PDA for Development Permission

APPENDIX A1-TCP - to Town Planning Department for Technical Clearance

APPENDIX A2 - to Municipal Council for Building Licence/Permit

APPENDIX A3 - to Village Panchayat for Building Licence/Permit

3.2B. *Questionnaire.*— A questionnaire prescribed under these Regulations at Appendix-B1.

3.2C1 *Drawings.*— Following drawings shall be submitted along with the application:

In case of building operations:

(a) A site Plan drawn to a scale of not less than 1.00 cm. to 5.00 m. (1:500) for plots having an area upto 4000 square meters and to a scale not less than 1.00 cm. to 10.00 m. (1:1000) for plots having an area more than 4000 square meters, showing therein:

(i) the boundaries and dimensions of the plot.

(ii) North direction.

(iii) all proposed as well as existing buildings or structures on, over or under the plot or projecting beyond the plot, if any.

(iv) the means of access from the street to the plot, and to the rear of the building, including its width.

(v) road widening line, if any.

(vi) all setbacks/open space to be left around the proposed building/buildings.

(vii) distance between buildings on the same plot.

(viii) an Area Statement as per the specimen given in the Appendix-B1.

(ix) all natural features like drains, water bodies and trees. It shall also show the type and number of new trees to be planted.

(x) location of septic tank/soak pit as well as the drainage lines, inspection chambers, etc. and distance from the soak pit to the nearest well.

(xi) location of proposed as well as existing wells.

(xii) location of water sump, if any.

(b) A detailed plan, drawn to Scale of 1.00 cm. to 1.00 m. (1:100) or 1.00 cm. to 0.5 m. (1:50), showing the following details:—

(i) Floor plans of all floors, indicating clearly the size and spacing of all framing members and sizes of rooms and the position of staircases, ramps and lift wells.

In case of projects having units of repetitive nature, one-unit details shall be drawn to a scale 1.00 cm. to 1.00 m. (1:100) or 1.00 cm. to 0.5 m. (1:50) and a block plan; elevation and section shall be submitted indicating all units at a scale of 1.00 cm. to 2.00 m. (1:200), giving overall dimensions.

(ii) Use of all spaces of the building.

(iii) Elevations from all streets, the minimum being one from the front.

(iv) Section/sections at least one being through the staircase.

(v) Roof plan, showing the drainage of rain water from the roof.

(vi) Drawing of septic/soak pit indicating its size and construction details, complying with the requirements of Health Act.

(c) A location plan, not to scale, but with written dimensions/distances, showing nearest prominent landmarks adequate for the Competent Authority to locate the site for inspection.

(d) A parking layout plan drawn to a scale 1.00 cm. to 5.00 m. (1:500), showing the size, exact locations, number of car parks provided as well as the direction of flow and circulation of vehicles. This requirement will not apply for a single family dwelling.

(e) Plans and sections of areas where cutting or filling, more than 1.50 meters height from the existing ground level, is involved.

(f) A contour plan at 1m intervals, in case of sloping sites.

(g) In Conservation zone, following additional documents shall be submitted:-

(i) Detailed drawing of the relevant external elevation of the building along with the elevation of the adjacent buildings.

(ii) Colored post card size photographs of the existing buildings, if any, in the plot and the adjacent buildings on either side.

(iii) Color scheme of the exterior elevations including the compound walls. This may be submitted at the time of the completion of the development.

3.2C2. In case of Engineering, Mining, and Quarrying Operations:

(a) A site plan drawn to scale of not less than 1.00 cm. to 10.00 m. (1:1000) showing therein the boundaries of the site, direction of the North, existing buildings or structures on, over or under the site or projecting beyond the site, all natural features like drains, water bodies and trees, the means of access with its width from the street to the site, and the exact nature of the operations the applicant intends to carry out on the site.

(b) A location plan, not to scale, but with written dimensions/distances, showing prominent landmarks adequate for the Competent Authority to locate the site for inspection

(c) Plans and sections of areas where cutting or filling, more than 1.50 mts. height from the existing ground level is involved.

(d) A contour plan at 1m intervals, in case of sloping sites.

(e) Permission from Forest Department to cut trees, if applicable.

3.2C3. In case of making of any material change in use of any building:

(a) A site Plan drawn to a scale of not less than 1cm. to 5 m. (1:500) for plots having an area up to 4000 m² and to a scale not less than 1cm. to 10 m. (1:1000) for plots having an area more than 4000 m², showing therein

(i) the boundaries and dimensions of the plot,

(ii) North direction,

(iii) all proposed as well as existing buildings or structures on, over or under the plot or projecting beyond the plot, if any,

(iv) the means of access from the street to the plot, and to the rear of the building, including its width,

(b) A detailed plan of the portion of the building with existing uses where the material changes of use is proposed, indicating the exact nature of the change in use.

3.2C4. In case of sub-division of land:

In case of land sub-division, first Provisional approval shall be obtained and then Final approval shall be obtained after complying with all the conditions stipulated in the Provisional approval.

In case of finally approved sub-divisions, further sub-division or alterations/changes without any physical developments, Final approval shall be granted at the time of first application.

For Provisional approval

(a) A site plan drawn to scale of not less than 1.00 cm. to 5.00 m. (1:500) showing therein:

(i) the boundaries and dimensions of the plot,

(ii) direction of the North,

(iii) the means of access from the street to the plot,

(iv) the layout plan of the proposed internal roads, open space/spaces and sub-divided plots duly numbered, dimensions and area of each of the sub-divided plots, dimensions and area of open spaces, width of the proposed roads as well as the area served by each road,

(v) an Area Statement as per specimen given in Appendix-B1,

(vi) existing buildings or structures on, over or under the plot or projecting beyond the plot, if any,

(vii) all natural features like drains, water bodies and trees,

(viii) cross section of the proposed roads showing the width of drive way, footpath, shoulders and drains and details of materials to be used for construction of roads and drains,

(ix) location, size and cross section of cross drains proposed, if any,

(x) layout and construction details of service duct for infrastructure facilities.

(b) A location plan, not to scale, but with written dimensions/distances, showing prominent landmarks adequate for the Competent Authority to locate the site for inspection.

(c) Plans and sections of areas where cutting or filling, more than 1.50 meters height from the existing ground level is involved.

(d) A contour plan at 1m intervals, in case of sloping sites.

For Final Approval

(a) A site plan, as executed, drawn to scale of not less than 1.00 cm. to 5.00 m. (1:500) showing therein

(i) the boundaries and dimensions of the plot,

(ii) direction of the North,

(iii) the means of access from the street to the plot,

(iv) the layout plan showing internal roads, open space/spaces and sub-divided plots duly numbered, dimensions and area of each of the sub-divided plots, dimensions and area of open spaces, width of the roads as well as the area served by each road. All details shall be as executed on site,

(v) an Area Statement as per specimen given in Appendix-B1,

(vi) existing buildings or structures on, over or under the site or projecting beyond the plot, if any,

(vii) all natural features like drains, water bodies and trees,

(viii) cross section of the executed roads showing the width of drive way, footpath, shoulders and drains and details of materials used for construction of roads and drains,

(ix) location, size and cross section of cross drains provided, if any,

(x) layout and construction details of service duct for infrastructure facilities,

(b) All NOC's as stipulated in the Provisional approval.

Note:- (i) All drawings shall indicate written dimensions in METRES in case of Site Plan and in CENTIMETRES in case of detailed plan.

(ii) All drawings shall be submitted in five sets or as required by the Competent Authority. (Distribution - PDA/Town Planning Dept. - 2 copies, Council/Village Panchayat - 1 copy, Owner - 2 copies.)

3.2D. Documents:

Following documents shall be submitted along with the application:-

(a) The right of ownership or interest in the land sufficient to enable the applicant to carry out the intended development supported by the following documents (wherever applicable).

(i) Blueprint copy of the Survey plan of the land from the Directorate of Land Survey/City Survey Office. For plots which are result of approved sub-division, a copy of the approved sub-division plan and/or reference number of the said approval from the Competent Authority including Technical Clearance,

(ii) Copy of Index of Land in Form-III/Form-I&XIV of Records of Rights or any forms of City Survey Register,

(iii) Copy of Sale/Gift/Lease/Mortgage deed and/or any other instrument or assignment:

Provided that the Competent Authority may, if satisfied with other documents submitted, waive the production of any or all these documents.

(b) Affidavit from the Owner in Appendix-B4, to state that the ownership title document is true and correct.

(c) Certificate from Architect/Engineer/Town Planner in Appendix-B2, to state that the plans are drawn as per the relevant Acts, Rules, Regulations, Bye-laws and Plan, applicable to the area at the time of submission of the application.

(d) Structural Liability Certificate from Engineer as per Appendix-B3.

(e) Copy of Conversion Sanad under Land Revenue Code if already obtained or alternatively Application for recommendation for Conversion in Appendix-A4, enclosing therein a plan of the area to be converted and location plan (4 copies each).

3.3. Size of Drawings :

All the drawings shall be on drawing sheets/ ammonia prints of any of the sizes mentioned below:-

Drawing sheet designation	Sizes in mm.
A0	841 x 1189
A1	594 x 841
A2	420 x 594
A3	297 x 420
A4	210 x 297
A5	148 x 210

3.4. Standard colour notations to be made in plans :

Every plan, amended plan or completion plan shall be coloured with fixed colours as given in the Table I below:-

TABLE-I

Sr. No.	Items	Site or Building Plans
1	Plot boundary	Black
2	Proposed work	Red
3	Open space	Green
4	Work proposed to be demolished/ /removed	Brown
5	Water supply work	Yellow
6	Drainage and sewerage work	Yellow
7	Deviation	Red broken line
8	Alteration	Red
9	Cutting and Filling	Red/Yellow
10.	Access to the building and its rear	Green
11.	Trees	Dark green

3.5 Signing and authentication of plans/ documents:

3.5A Signing:

(a) Owner -

The owner shall be required to sign the following, giving the name in capital letters, temporary and permanent address and telephone No. if any,

- (i) Application for permission
- (ii) Questionnaire
- (iii) Drawings

(b) Architect/Engineer/Town Planner-

The Architect/Engineer/Town Planner, shall be required to sign the following, giving their name, address, and Registration number, allotted by the Registering Authority, as per below mentioned provisions:-

- (i) Architect - Questionnaire and all buildings and Sub-division plans.
- (ii) Town Planner - Questionnaire and all township and Sub-division plans.
- (iii) Engineer - Questionnaire, all buildings and Sub-Division plans and Structural Liability/ Stability Certificate.

The Architect/Engineer/Town Planner shall be registered with the Town and Country Planning Department, who shall be the Registering authority, in the manner prescribed under these Regulations.

3.5B. **Authentication:** All documents required to be submitted under 3.2D above, shall be duly authenticated by a Notary or Gazetted Officer of a State or Central Government.

3.6. Procedure to obtain the permission:

3.6.1. Application for permission

For the purpose of obtaining permission for development/building construction/sub-division of land, under these Regulations, the owner (including Government Department/Semi-Government or Local Authority), shall apply in the manner prescribed below:-

Category I – Areas under jurisdiction of PDA and Municipal Council/Village Panchayat:

Step-1 To apply first to PDA for Development Permission as per Appendix-A1-PDA and for obtaining recommendation for conversion of land use under Land Revenue Code (if such recommendation has not been obtained previously) as per Appendix-A4, enclosing therein a minimum of five sets appropriate drawings and one set of documents as specified in Regulations 3.2 to 3.5 above.

Step-2 To apply thereafter to Municipal Council/Village Panchayat for Licence/Permit, as per Appendix-A2 or Appendix-A3, as applicable, enclosing therein the Development permission Order from PDA as per Appendix-C1 and 3 sets of drawings obtained at Step 1 duly stamped and signed by PDA, and one set of documents specified at Regulation 3.2D.

Category II – Areas under jurisdiction of Town Planning Department and Municipal Council/Village Panchayat.

Step-1 To apply first to Town Planning Department for Technical Clearance as per Appendix-A1-TCP and for recommendation for conversion as per Appendix-A4, enclosing therein a minimum of five sets appropriate drawings and one set of documents as specified in Regulations 3.2 to 3.5 above.

Step-2 To apply thereafter to Municipal Council/Village Panchayat for licence/permit, as per Appendix-A2 or Appendix-A3, as applicable, enclosing therein the Technical Clearance Order as per Appendix-C2 and 3 sets of drawings obtained at Step 1 duly stamped and signed by the Town Planning Officer and one set of documents specified at Regulation 3.2D.

3.6.2. Special provisions:

In addition to the above procedure, special provisions will apply in case of specific areas as under:-

(a) In case the development falls within Coastal Regulatory Zone (CRZ) and Environment Protection Zone (EPZ), prior approval of Coastal Zone Management authority shall be required. – Refer ANNEXURE-I at 27.I.

(b) In case the development falls in declared Conservation/Preservation area, PDA/TCPD shall refer the proposal to the Conservation committee for their opinion before granting/ refusing Development Permission/Technical Clearance.

(c) In case of High Rise Buildings, No Objection Certificate from Director of Fire and Emergency Services shall be obtained by the owner before starting the work on site.

(d) NOC's as applicable shall be obtained by the owner if the development falls within the jurisdiction of specified authorities/departments such as Railways, Airports, Military installations, etc.

(e) Structural Design for any building under the jurisdiction of these regulations structural design/retrofitting shall only be carried out by a Structural Engineer on Record (SER) or Structural Design Agency on Record (SDAR). Proof checking of various designs/ reports shall be carried out by competent authority as per Table-1 wherever applicable. Generally, the structural design of foundations, elements of masonry, timber, plain concrete, reinforced concrete, pre-stressed concrete and structural steel shall conform to the provisions of part VI Structural Design Section – 1 Loads, Section – 2 Foundation, Section – 3 Wood, Section – 4 Masonry, Section – 5 Concrete & Section – 6 Steel of National Building Code of India (NBC), taking

into consideration the Indian Standards as given below:—

For General Structural Safety

1. IS: 456:2000 "Code of Practice for Plain and Reinforced Concrete.

2. IS: 800-1984 "Code of Practice for General Construction in Steel.

3. IS: 801-1975 "Code of Practice for Use of Cold Formed Light Gauge Steel.

Structural Members in General Building Construction

4. IS: 875 (Part 2):1987 Design loads (other than earthquake) for buildings and structures Part 2 Imposed Loads

5. IS: 875 (Part 3):1987 Design loads (other than earthquake) for buildings and structures Part 3 Wind Loads

6. IS: 875 (Part 4):1987 Design loads (other than earthquake) for buildings and structures Part 4 Snow Loads

7. IS: 875 (Part 5):1987 Design loads (other than earthquake) for buildings and structures Part 5 special loads and load combination

8. IS: 883:1966 "Code of Practice for Design of Structural Timber in Building

9. IS: 1904:1987 "Code of Practice for Structural Safety of Buildings: Foundation"

10. IS: 1905:1987 "Code of Practice for Structural Safety of Buildings: Masonry Walls

11. IS 2911 (Part 1): Section 1: 1979 "Code of Practice for Design and Construction of Pile Foundation Section 1 Part 1: Section 2 Based Cast-in-situ Piles Part 1: Section 3 Driven Precast Concrete Piles Part 1: Section 4 Based precast Concrete Piles Part 2: Timber Piles Part 3 Under Reamed Piles Part 4 Load Test on Piles.

For Cyclone/Wind Storm Protection

12. IS 875 (3)-1987 "Code of Practice for Design Loads (other than Earthquake) for Buildings and Structures, Part 3, Wind Loads"

13. Guidelines (Based on IS 875 (3)-1987) for improving the Cyclonic Resistance of Low rise houses and other building.

For Earthquake Protection

14. IS: 1893-2002 "Criteria for Earthquake Resistant Design of Structures (Fifth Revision)"

15. IS: 13920-1993 "Ductile Detailing of Reinforced Concrete Structures subjected to Seismic Forces - Code of Practice"

16. IS: 4326-1993 "Earthquake Resistant Design and Construction of Buildings - Code of Practice (Second Revision)".

17. IS: 13828-1993 "Improving Earthquake Resistance of Low Strength Masonry Buildings - Guidelines".

18. IS: 13827-1993 "Improving Earthquake Resistance of Earthen Buildings Guidelines",

19. IS:13935-1993 "Repair and Seismic Strengthening of Buildings Guidelines".

For Protection of Landslide Hazard

20. IS: 14458 (Part 1): 1998 Guidelines for retaining wall for hill area: Part 1 Selection of type of wall.

21. IS: 14458 (Part 2): 1997 Guidelines for retaining wall for hill area: Part 2 Design of retaining/breast walls.

22. IS: 14458 (Part 3): 1998 Guidelines for retaining wall for hill area: Part 3 Construction of dry stone walls.

23. IS: 14496 (Part 2): 1998 Guidelines for preparation of landslide - Hazard zonation maps in mountainous terrains: Part 2 Macro-zonation

Note: Whenever an Indian Standard including those referred in the National Building Code or the National Building Code is referred, the latest revision of the same shall be followed except specific criteria, if any, mentioned above against that code.

3.7. Grant or Refusal of permission/licence:

(a) Grant or refusal of the permission/licence shall be governed by the relevant Acts, Rules and Regulations in force.

(b) The Municipal Council/Village Panchayat shall grant Building Licence only after necessary Development Permission/Technical Clearance is granted by PDA/Town Planning Department. No licence shall be granted without such Development Permission/Technical Clearance.

(c) Grant of permission/licence shall be given in the following format:—

(i) PDA Development Permission in APPENDIX-C1.

(ii) Technical Clearance in APPENDIX-C2

(iii) Municipal Licence as per APPENDIX-C3

(iv) Panchayat licence as per APPENDIX-C4

(d) Refusal of the permission/license shall be given in the following format:—

(i) Refusal of Development Permission by PDA—APPENDIX-C9.

(ii) Refusal of Licence by Municipal Council Village Panchayat — APPENDIX-C11.

3.8. Deviation during development and revocation of permission:

(a) The holder of any development permission issued under these Regulations shall follow the approved plans and conditions laid down.

(b) In case deviation occurs which, in the opinion of the owner and his Architect/Engineer/Town Planner, is within the framework of these Regulations, the holder may carry out such deviation and should apply and obtain revised approval, clearly showing such deviation in the plans, as soon as possible or at least at the time of applying for Occupancy Certificate. However, this will not apply to Conservation Zone, where no deviation shall be carried without prior approval of the Competent Authority.

(c) The Competent Authority may, subject to the provisions of the Act, revoke any permission given under these Regulations, if it is found that subsequent deviations that have taken place during development violate any of these

Regulations. The Competent Authority may also proceed against the holder of the permission in the manner laid down in the Act.

3.9. Duration of Sanction, Notification stages and Occupancy Certificate:

(a) Permission for development/Building permit granted under these Regulations shall, subject to the provisions of the Act, be valid initially for a period of three years, and renewable, on submission of a request letter, for a further period of three years at a time.

(b) Where the development permission/building permit is sought to be transferred (along with the property), the owner of such property should intimate to the Competent Authority in writing and obtain confirmation to that effect for the purposes of the Act.

(c) The applicant shall inform the Council/Village Panchayat in prescribed form APPENDIX-D1, about the commencement of the work for giving alignment of the building.

3.10. Revocations of development permission:

The PDA/Council/Panchayat may, subject to the provisions of the relevant Act, revoke any development permission/building licence, issued under the provisions of these Regulations, wherever there has been any false statements suppression or any misrepresentation of material facts in the application or plans on which the development permission/building licence was based or non-compliance of provisions.

3.11. Occupancy Certificate:

(a) No building hereafter erected, re-erected or altered materially, shall be occupied in whole or in part, until the issue of Completion Order by PDA as per APPENDIX-C5 or Completion Order by TCPD as per APPENDIX-C6, as applicable, as well as an Occupancy Certificate by the Municipal Council as per APPENDIX-C7 or by the Village Panchayat as per APPENDIX-C8, after making such scrutiny, site inspection and affirming that such a building conforms in all respects the requirements of these Regulations and as per the approved plans and any conditions laid down by the PDA/Council/Village Panchayat on the Development Permission/Building Permit.

(b) Clearance from Directorate of Fire and Emergency Services before issue of Occupancy Certificate shall be required for High Rise Buildings.

3.11.1. Application for occupancy certificate.—

For the purpose of obtaining Occupancy Certificate under these Regulations, the owner (including Government Department/Semi-Government or Local Authority), shall apply in the manner prescribed below:-

(a) Category I - Areas under jurisdiction of PDA's and Municipal Council/Village Panchayat.

Step - 1 To apply first to PDA for Completion Order as per APPENDIX-A5, enclosing therein -

(i) Completion Certificate, from the Architect/Engineer/Town Planner as per APPENDIX-B6 to the effect that the work has been duly supervised by him and is in conformity with the approved plans.

(ii) Structural Stability Certificate as per APPENDIX-B5, from the Engineer to the effect that the structural work has been carried out as per his design and under his supervision and that the building is safe for occupancy. This certificate shall be accompanied by a complete set of structural drawings "as built" for record of PDA.

(iii) Revised drawings showing deviations, if any, carried out during the construction. (if applicable).

Step-2 To apply thereafter for Occupancy Certificate to Municipal Council or to the Village Panchayat as per APPENDIX-A6, enclosing therein the-

(i) Completion Order from PDA as per APPENDIX-C5 or from TCPD as per APPENDIX-C6, obtained at Step-1,

(ii) Completion Certificate from the Architect/Engineer/Town Planner as per APPENDIX-B6, to the effect that the work has been duly supervised by him and is in conformity with the approved plans.

(iii) Structural Stability Certificate as per APPENDIX-B5, from the Engineer to the effect

that the structural work has been carried out as per his design and under his supervision and that the building is safe for occupancy. This certificate shall be accompanied by a complete set of structural drawings "as built" for record of Council/Panchayat.

(iv) Revised drawings showing deviations, if any, carried out during the construction. (if applicable).

(b) Category II - Areas under jurisdiction of Town Planning Department and Municipal Council/Village Panchayat.

Step-1 To apply first to Town and Country Planning department for Completion Order as per APPENDIX A5 enclosing therein-

(i) Completion Certificate from the Architect/Engineer/Town Planner as per APPENDIX B6, to the effect that the work has been duly supervised by him and is in conformity with the approved plans.

(ii) Structural Stability Certificate as per APPENDIX B5, from the Engineer to the effect that the structural work has been carried out as per his design and under his supervision and that the building is safe for occupancy. This certificate shall be accompanied by a complete set of structural drawings "as built" for record of Town Planning Department.

(iii) Revised drawings showing deviations, if any, carried out during the construction. (if applicable).

Step - 2 To apply thereafter to Municipal Council/Village Panchayat for Occupancy Certificate as per APPENDIX-A6, enclosing therein the -

(i) Completion Order from TCPD as per APPENDIX-C6, obtained at Step -1,

(ii) Completion Certificate as per APPENDIX-B6 from the Architect/Engineer/Town Planner to the effect that the work has been duly supervised by him and is in conformity with the approved plans.

(iii) Structural Stability Certificate as per APPENDIX-B5, from the Engineer to the effect that the structural work has been carried out as per his design and under his supervision and that the building is safe for occupancy. This

certificate shall be accompanied by complete set of structural drawings "as built" for record of Council/Panchayat.

(iv) Revised drawings showing deviations, if any, carried out during the construction (if applicable).

3.12. *Responsibilities of the Owner and Architect/Engineer/Town Planner:*

(a) It shall be the responsibility of the Owner/holder of a development permission/licence to ensure that the development he undertakes is properly supervised by the Architect/Engineer/Town Planner who has signed the plans for the job and shall be responsible for the execution as per approved plans.

(b) Where the Architect/Engineer/Town Planner disassociates with the development, he shall be responsible to intimate to the Competent Authority of such decision, in writing. The Competent Authority shall immediately require the Owner to appoint another Architect/Engineer/Town Planner, who shall then become responsible for the project with effect from the date such appointment is intimated to the Competent Authority, in writing jointly by the Owner and the new appointee.

(c) If the Owner fails to appoint another Architect/Engineer/Town Planner, the Competent Authority shall suspend the permission granted until such time the appointment is made and any work carried out without such appointment shall be considered as not validly undertaken.

4. GENERAL REQUIREMENTS FOR DEVELOPMENT

4.1. *Development to be in conformity with respective Acts/Rules/Regulations:*

(a) Every development shall conform to the provisions of relevant Acts, Rules and Regulations and appropriate Plan in force and no development shall be carried out without obtaining prior permission from the Competent Authority in the manner prescribed under these Regulations,

(b) Every building operation or sub-division of land shall be subject to the following general

regulations, wherever applicable and no land shall be used as a site for development—

(i) If the site is found to be liable to liquefaction by the Competent Authority under the earthquake intensity of the area, except where appropriate protection measures are taken.

(ii) If the Competent Authority finds that the proposed development falls in the area liable to storm surge during cyclone, except where protection measures are adopted to prevent storm surge damage.

(iii) In hilly terrain, the site plan should include location of land slide prone areas, if any, on or near the site, detected during reconnaissance. The Authority in such case shall cause to ensure that the site is away from such land slide prone areas.

(iv) The site plan on a sloping site may also include proposals for diversion of the natural flow of water coming from uphill side of the building away from the foundation.

4.2. *Means of access to the building within the plot.—*

(a) Every person who erects a building shall provide a means of access to such building a clear way of not less than 3.00 mts.

(b) Such pathway shall be kept open to sky and no projection or overhang shall be permitted over it except a canopy or a balcony or a weather board or a chajja erected at least 2.50 metres above the ground level.

(c) Steps, ottas or any raised platforms shall not be permitted in such pathway.

(d) Every such pathway shall be paved, drained and adequately lighted.

(e) Any person who undertakes construction work or a building shall not reduce the width of such pathway to building previously existing below the minimum requirements prescribed under these Regulations.

(f) In case of level differences, the pathway could be in form of steps or ramp from the road level to the entrances of the building. In case of steps, the tread of the step shall not be less than

30 cms. and riser shall not be more than 20 cms. In case of ramp the gradient shall be less than 1:10. In case of steps, adequate parking shall be provided nearby.

(g) Every person who erects a building shall provide a means of access to the rear of such building within the property, a clear way of not less than 4.0 m. in width for non high-rise building and 6.0 m. in width for high rise buildings. Such means of access is to be maintained free from any obstructions and at no time shall any portion of the building be allowed to project or overhang into the passage below the height of 4.5 m. The requirement of access to the rear is not applicable to two storeys building (G+one) in a plot not exceeding 350m² and 20 m. depth.

(h) The applicant shall indicate upon the site plan required to be furnished by him, the whole area of such means of access by distinguishing in colour and description.

(i) The person who undertakes development of a plot shall not do so as to deprive any other plot of land of its means of access or easement and shall not reduce such means of access to a width less than 3.0 mts. Such access could be through set back areas subject to the condition that no projection shall be permitted within this access. The area of such access shall not be deducted while computing the effective area of the plot.

(j) The applicant shall not at any time erect or cause to permit to be erected or re-erect any building/structure even temporarily, which in any way encroaches or diminishes the area so set apart for the purpose of public or traditional access.

4.3. Restriction on development within line of Sight at the road intersections:

No development including construction of buildings, compound walls, erection of hoarding, etc. shall be permitted within the line of sight, up to 4.5 mts. height from the level of adjoining roads. Any obstruction existing within the line of sight, natural or/and man made, shall also have to be removed from line before applying for occupancy certificate.

Further, no development shall extend beyond the imaginary line drawn by joining two points on

the adjacent edges of the right of ways of the roads at a distance from the point of intersection of the side of the corner of the effective plot as given in the TABLE-II.

TABLE - II

Right of way of road in meters	More than 30	More than 20 up to 30	More than 10 and up to 20	Less than 10
Distance from point of intersection in meters	10.00	7.50	5.00	4.00

4.4. Front, Side and Rear Setbacks:

4.4.1. Front setback-

Every building shall have minimum front setback as per the TABLE-III given below :-

TABLE - III

Zone	Setback in meters
Residential - S1, S2, S3, S4,	3.00
Commercial - C1, C2, C3, C4	5.00
Industrial - I1, I2, I3,	5.00
Public and Transport - P, T,	5.00
Recreation - R	5.00
Agriculture - A1, A2,	5.00

Note: Whenever commercial use is proposed in Zones S1, S2, S3, & S4, the front setback shall be minimum 5.00 m.

4.4.2. Side and Rear Setbacks:

(a) Every building shall have minimum sides and rear setbacks as per the TABLE-IV given below:-

TABLE - IV

Height of the building (1)	Side/Rear Setbacks (2)
9.00 m.	3.00 m.
11.50 m.	4.00 m.
15.00 m.	5.00 m.
18.00 m.	6.00 m.
21.00 m.	7.00 m.
24.00 m.	8.00 m.
27.00 m.	9.00 m.
30.00 m.	10.00 m.
35.00 m.	11.00 m.

(b) In Municipal areas, the building may be allowed with the side set backs less than those specified in Table-IV limited to a minimum 1.50 meters provided that no light and ventilation is taken from that side. However, in densely built up existing areas, where neighbouring building are already touching the boundaries, the building may be allowed to touch the boundary or is less than 1.50 meters on one or both sides, provided that no light and ventilation is taken from that side.

4.5. *Restrictions on development within setbacks:*

The setbacks, as required to be provided under these Regulations, shall be kept permanently open to sky and they shall not be used for stacking materials or loose articles for the purpose of trade or otherwise, nor they shall be used for putting up fixed or movable platforms or advertisement boards or neon sign boards or for such similar uses.

However, plantations/orchards, septic tanks, pump, well, gardening will be permitted in the said setbacks provided no structure shall impede the access and circulation of vehicles.

4.6. *Projections within the setbacks:*

Following projections shall be allowed within the setbacks provided that there is no obstruction/interference with line of sight or street furniture, fixtures, lighting, access, etc.

(a) Within front setback –

(i) An un-storeyed porch/canopy/cantilevered stair landing projection, provided that a minimum setback of 2.00 meters is left between the R/W of the road/street and the extreme edge of the canopy, there is a clear distance of 2.50 meters between the ground and the bottom of the porch/canopy/stair landing, and no columns are located within the setback.

(ii) Balconies/verandah, floor projections which are cantilevered and there is a clear distance of 2.50 meters from the bottom of such projections and ground and 2.00 meters setback is left between the R/W of the road/street and such projection.

(b) Within Side and Rear setbacks –

Cantilevered weather board, sun shades, chajjas, balconies, canopies or stair landing projections, provided that they are at a minimum height of 2.50 meters from the ground, and not more than 1.5 m. in depth. The minimum height shall be 4.50 meters along the side giving access to the rear.

(c) Security cabin of a size of 9.00 square meters of 2.50 meters height provided it does not interfere with line of sight in a corner plot or road junction. Provided the main gate is partially recessed by at least 1.00 meters.

4.7. *Further restrictions/relaxations:*

(a) For plots, having an area up to 250 sq. meters and frontage up to 13.00 meters, construction shall be permitted with side setbacks of 1.50 meters allowing normal light and ventilation, provided the construction is limited to ground and one upper floor only and that no projection shall be permitted except of whether board, sun shades, roof projection or any architectural features not exceeding 30.00cms.

(b) In Municipal areas, construction shall be permitted to touch the boundary or leave less than 1.50 meters on one or both the sides, PROVIDED no light & ventilation is taken from that side setback. The said setback shall be provided with a permanent wall/screen or any architectural feature, extending to the boundary, on the face of the building abutting the street, to maintain the continuity of the street escape. An opening to serve as an emergency access only, may be provided in this wall/screen at the ground floor. This shall be applicable to any plot, irrespective of its size.

4.8. *Distance between two buildings:*

(a) The minimum distance between two buildings within the same plot shall not be less than three meters in case no ventilation or light is taken from facing sides.

(b) The minimum distance shall be half the mean height of the two buildings or three meters, whichever is more, in case light and ventilation is taken from facing sides and this distance shall be measured at point where such light and ventilation is taken. No projections shall be permitted within the minimum distance.

4.9. *Courtyard:*

The sizes of the Courtyards provided in the development shall conform to the following provisions:–

(a) If light and ventilation is taken to the habitable rooms from a courtyard, then the minimum area of the courtyard shall be 10.00 m² and the smallest side shall be determined, as per the Table-IV for side set backs given at 4.4.2 above.

(b) If light and ventilation is taken to non habitable rooms from a courtyard, then the minimum area of the courtyard shall be 6.25 sq.

mts. with the smallest side not less than 2.50 mts. for courtyard having height up to 11.00 mts.

The minimum area of the courtyard shall be 9.00 sq. mts. with minimum side of 3.00 mts. for courtyard having height above 11.00 mts.

4.10. *Regulations regarding development on sloping sites:*

(a) When submitting plans for development of a plot which has a gradient of 1:10 or more, the plan should indicate block levels at 5.00 m. centre to centre or alternatively contour plans at 1.00 m. intervals.

(b) Blocks Levels/contour plans are also to be submitted in case plot area exceeds 1000 sq. mts. for building operations.

(c) Blocks Levels/contour plans are also to be submitted in case plot area exceeds 10000 sq. mts. for sub-division of land.

(d) The levels/contours should be drawn with reference to a bench mark clearly indicated on the site plan.

(e) No development shall be permitted if the gradient exceeds 1:4.

4.11. *Development of Landlocked areas:*

Development of any land locked area i.e. area without access or with inadequate access shall be governed by the following regulations:-

(a) If the area is accessible by a traditional access, passing through a property of different owner or is proposed to be made accessible by an access having a width of 3m. or less, development shall be limited to a ground floor and one upper floor structure with a maximum floor area of 200 m² to be used for residential use only. Such access shall have to be marked on the site plan.

(b) If the area is proposed to be made accessible by an access having a width of more than 4.50 m. but less than 6 m. development shall be limited to a ground floor and one upper floor structure with a maximum floor area of 350 m² to be used for residential use only. Such access shall have to be marked on the site plan.

(c) If any area is made accessible by an access through a property of different owner by his voluntary consent, the area used for such access shall not be deducted from the effective area of the plot in which it is provided, for the purpose of Coverage and FAR calculations. Provided further that the width of such access is 3m. or less and has concurrence of the Authority/Council/Panchayat.

(d) In case such an access is not voluntarily made available, then the Authority/Council/Panchayat, at the request of the owner of the landlocked property, shall acquire the area of such access. The width of such access shall not be more than 6.00 meters and shall not render the plot unfit for development. The cost of acquisition of the area along with 5% service charges shall be borne by the said owner. The minimum service charges shall be Rupees five thousand or as decided by the Authority from time to time. If due to such acquisition, the owner is not able to develop his property with full benefit of FAR due to other restrictions like coverage, setbacks, etc., the Authority/Council/Panchayat may relax such requirements on individual merit.

4.12. *Land Acquisition by the Competent Authority:*

(a) The land zoned as P (public, semi public and Institutional) and the land zoned as R (parks, playgrounds, Recreational) may be acquired by the Competent Authority, to the extent of minimum size of plot specified in the Regulations of the said zones, at the request of the Institution for the purpose of allowable development in the said zone.

(b) The land required for development of common facilities/services, such as a crematorium, cemeteries etc., for the uses as permitted in specific zones, may be defined and acquired by the Competent Authority on request of the Institution or local body.

5. GROUP HOUSING

Group of buildings in an effective area of plot more than 4000 m² but less than 20,000 m² :

(a) When a plot, having an area of more than 4000 m² but less than 20000 m², is used for construction of group of buildings, an open space, as per the provisions in Sub-Division Regulations (12) shall have to be provided, in addition to the parking requirements. However, for calculating the Coverage and FAR, the area of the entire plot, inclusive of open space, shall be taken as effective plot area.

(b) All the buildings should be provided with a minimum access of 3.00 m. and minimum setback of 1.50 mts. on either side of the access shall be applicable.

(c) All parking areas shall be accessible by an internal road having a minimum width of 6.00 meters. If such parking is provided within buildings, then the access to these buildings shall also be 6.00 meters.

(d) A road of 6.00 m. width shall be extended to the rear of the plot or adjoining plot, in case the same is without an access. The general regulations regarding the road setbacks would not be applicable.

(e) Commercial use will be permitted as per the provisions of Regulation 6.

(f) In case of plots exceeding 20,000m² in area, the same shall have to be sub-divided into plots of 20,000 m² or less by providing access roads, as per sub-division regulations and each such plot shall be subject to the above regulations 5 (a) to (d) above.

6. ZONING REGULATIONS AND USE PROVISIONS

6.1. Introduction:

To regulate the development in terms of FAR, coverage, use of building, height of building, and other zoning regulations, and the use of the plot within the zone/use designated in –

(a) Regional plan of Goa.

(b) Development Plans (Notified).

(c) Development Plan of Withdrawn Notified Areas.

(d) Part-Regional Plan/Zoning Plans/Town Planning Scheme or any other plan prepared for development control as the case may be.

6.1.1. The following Regulations shall be applicable in the respective zones:

(a) *Regional Plan for Goa* – The Settlement zone area means which could be brought under development for various uses and the compatibility of the said uses/zones within the Settlement Zone are as given in TABLE-V below:–

TABLE - V

Regional Plan (excluding areas as per Plans at ii, iii, iv above)	Zones for provisions of Zoning Regulations
Residential	S2
Commercial	C3
Public utilities and services	P
Recreational	R

Any other provisions, the interpretation of which is not clear, the same shall be referred to the Chief Town Planner of Government of Goa and interpretation given by him shall be treated as final and shall form part of these Regulations.

(b) *Development Plans (ODP/CDP - Notified)* – for the notified Outline Development Plan, for the respective planning areas; these Regulations shall be applicable in toto.

(c) *Development Plan of Withdrawn Notified Areas* – These are the areas for which Outline Development Plan was prepared, since they were part of Planning and Development Authorities areas. As the planning areas were de-notified, (reduced) and as per Government decision the Outline Development Plan prepared remained in force. Therefore, these Regulations applicable to the notified areas shall also be applicable for these areas as per the earlier notified Outline Development Plan.

(d) *Part-Regional Plan/Zoning Plan/Town Planning Scheme* – For the zoning plan/regional plan/Town planning scheme and any other plans prepared and in force, the use provisions in those plan areas will be as per TABLE-VI below:

TABLE - VI

Zoning Plan/Part Regional Plan/ /Town Planning Scheme	Zones for provisions of Zoning Regulations
Residential	S2
Commercial	C3
Industrial	I1
Institutional	P
Recreational	R

Provided, that if any person intends to develop land in Goa that is not specifically zoned or marked for specific use, or is according to the applicant wrongly designated, the relevant Competent Authority shall, after giving opportunity to the aggrieved person/persons to present their view point, refer the matter to the Government and the Government may, subject to the provisions of the relevant Act, Rules and Regulations, permit such development, subject to conditions as may be directed to be imposed.

6A. REGULAR ZONES:

6A.1. *Land use zones:*

In these regulations, the land use shall be as per TABLE-VII given below, for the zones marked in the Regional Plan/Outline Development Plan/Sub-Regional Plan/Zoning Plan/Town Planning Scheme.

TABLE - VII

USE		ZONE	
I	Residential	Urban Settlement	S1
	Residential	Settlement	S2
	Residential	Settlement	S3
	Residential	Settlement	S4
I	Commercial	Central Commercial	C1
	Commercial	Local Commercial	C2
	Commercial	Rural Central Commercial	C3
	Commercial	Rural Local Commercial	C4
III	Industrial	Light Industrial	I1
	Industrial	Medium Industrial	I2
	Industrial	Heavy Industrial	I3
IV	Public/ /Semi-public/ /Institutional	Public/ /Semi-public	P
V	Transport Warehousing & Communication	Transport	T
VI	Parks, Playgrounds Recreational	Recreational	R
VII	Agriculture	Agriculture and	A1
VIII	Natural Reserve	Natural Reserve	A2
IX	Conservation	Superimposed zone	F

Notes: (1) In case of C1, C2, C3 and C4, residential use shall be permitted on upper floors and ground floor above stilts.

(2) Any changes/interpretation regarding land use in various zones given by the Town and Country Planning Board from time to time shall be read as part of these Regulations.

6A.2. *Provisions governing the uses:*

6A.2.1. *Uses prohibited:* (Except those permitted with restrictions):

(a) Zones S1, S2, S3, & S4:

Wholesale trade, warehousing, all kind of industries, gas works, fabrication and assembly workshops, scrap yards, transport agencies, go-downs, automobile workshops.

(b) Zones C1, C2, C3, & C4:

Extensive heavy and noxious industries and gas works.

(c) Zones I-1, I-2 & I-3:

(a) I-1:

Extensive, heavy and noxious industries.

(b) I-2:

Noxious and hazardous industries.

(c) I-3:

All uses other than industries with exception of those permitted with restrictions.

(d) Zone P:

All kinds of industries, wholesale trade, warehousing, storage provided the land is not owned by the Government.

(e) Zone T:

Theatres, Auditorium, Cultural and religious institutions, heavy, noxious & hazardous industries, sports stadia, crematoria, cemeteries, burial grounds and other uses permitted under other zones.

(f) Zone R:

All uses permitted under other zones.

(g) Zone A1 & A2:

All uses other than agriculture, horticulture, farming and allied operations.

(h) Zone F:

All uses prohibited in the basic zone, since this is a superimposed zone.

6A.3. *Uses permitted:*

All uses which are not specifically prohibited or not covered in the category of uses with restrictions as per regulation above shall be permitted.

6A.3.1. *Uses permitted with certain restrictions:*

(a) Zone S1, S2, S3 & S4:

(i) Uses such as retail trade, banks, post offices, administrative offices, tailoring shops, laundry, hair cutting saloons, beauty saloons, I.

T. establishments (of non industrial nature), kindergarten/crèche abutting on main street and professional offices including I.T.(Software) shall be permitted only on the ground floor as auxiliary to the main use:

Provided, the total covered area occupied for such uses, does not exceed 25% of permissible covered area if the property derives access from 6.00 m. road and the same does not exceed 50% of the permissible covered area if the property derives access from a road 8.0 m. wide or more. The front setback in both cases shall be 5.00 m.

Further, if more than one building is proposed, then all the permissible area for commercial use as above, may be located either in one building or more than one buildings, as desired by the owner.

(ii) In addition to the above, use of personal residence to the extent of 10% of the carpet area of the residence could be allowed to be used as professional office including I.T.

(iii) Rice and flour mill shall be permitted on ground floor only, with no floor above, not occupying an area in excess of 25 m² and not employing more than 5 persons, is driven electrically and the motor capacity does not exceed 15 H.P.

(iv) Bakeries with no floor above, not occupying an area in excess of 75 m² and not employing more than 9 persons, if the power requirement does not exceed 4 kw, where only electrical equipment is used and additional heating load up to 12 kw is permitted.

(b) Zone S1, S2, S3, S4 & C1, C2, C3, C4:

Nursing homes, cultural, educational and religious institutions and administrative offices:

Provided, that the plots have an area of more than 300 m² with a frontage of 15.00 m., and:

Provided, further that the plots should be accessible by a road having a minimum width of 8.00 m. and minimum front setback of 5.00 m. is maintained.

(c) Zone S1, S2, S3, S4 & C1, C2, C3, C4:

Bus terminals, parking yards, cinemas, burial grounds, helipads, hotel/boarding houses, hospitals, swimming pools, gymnasiums, sports complexes:

Provided that the plots have an area of more than 500 m² with frontage of 20.00 m:

Provided further that the plots shall be accessible by a road having a minimum width of 8.00 m. and a minimum front setback of 5.00 m. is maintained.

(d) Zone C1, C2, C3, C4:

Service workshops, service industries, and light industries, only as auxiliary to main use.

(e) Zone I-1, I-2, I-3:

Residences for staff, administrative office, canteens, medical centers, banks, convenience shopping, only as auxiliary to the main use, up to the extent of 15% of the permissible Floor Area Ratio (FAR).

(f) Zone P:

Canteen, banks, convenience shopping and Staff residences, only as auxiliary to the main use, to the maximum extent of 25% of permissible Floor Area Ratio (F.A.R.), provided the land does not belong to Government.

(h) Zone T:

Boarding houses, restaurants, professional offices, residences for watch and ward and utility services, retail trade, only as auxiliary to the main use, to the maximum extent of 25% of permissible Floor Area Ratio (FAR)

(h) Zone R:

Restaurants, public utilities incidental to main use, room for watch and ward, only as auxiliary to the main use, to the maximum extent of 5% of the effective area of the plot, PROVIDED that the structures are single storeyed only.

(i) Zone A1 & A2:

Roads and sub-division of lands for agricultural purposes only subject to specific restrictions in the regulations for Sub-Division of Land (PART V).

Uses ancillary to agriculture such as irrigation, land reclamation, pump and other electrical installations, bio-gas plants, farm houses, poultry, dairy.

Note: (applicable to all zones)

(1) The development charges will be as applicable to the Zone or to the use whichever is higher.

(2) Development charges shall be applicable for the mezzanine floors also.

6A.4. Regulations applicable to various zones :

The minimum width of access, the permissible coverage, F.A.R., and the maximum height, shall be regulated by the standards given in the

Notes: (1) Wherever commercial use is proposed in Zones S1, S2, S3 & S4, the minimum front setback stipulated shall be 5.00 m.

(2) In Industrial Zones, the maximum height shall be relaxed as per the processing requirements.

(3) Farm houses within A1 and A2 zones shall be permitted, PROVIDED these lands are not classified as "Rice" (Paddy field) in Survey records and "Forest" under Forest Act.

(4) In zones where the Coverage is specified as 40%, the same may be relaxed to 50% if the construction is restricted to Ground and one upper floor only.

(5) Wherein basement is not provided 50% of the covered area in buildings falling in zones C1 and C2 have to be compulsorily reserved for parking on stilts.

(6) In case prescribed parking area is provided on the plot itself, Compulsion of Stilt/Basement should not be insisted upon.

(7) Wherever construction of basement is possible beyond the ground floor coverage, for parking purpose, additional basement area extending beyond the ground floor coverage may be permitted, which shall not be considered in coverage calculation.

(8) In case of areas falling within CRZ shall be strictly governed as per CRZ Regulations in force.

(9) In the Settlement Zone in Regional Plan, the normal uses permitted are Residential and its complimentary uses, Commercial and its complimentary uses, Recreational, Public Utilities and Services only. Any other uses may be permitted on special grounds by the Government on merit of each case.

TABLE – VIII

ZONE	Min. width of road	Max. perm. Coverage	Max. perm. F.A.R.	Min. front setback	Max. perm. height
CRZ Area:					
Please see Notes: Item No. 8 below.					
RECREATIONAL:					
R	6.00 m	5%	5	5.00 m	3.00 m
AGRICULTURAL:					
A-1	3.00 m	5%	10	5.00 m	6.00 m
A-2	3.00 m	5%	10	5.00 m	6.00 m
TRAFFIC & TRANSPORTATION:					
T	10.00 m	33 ½%	60	5.00 m	15.40 m
PUBLIC (INSTITUTIONAL & GOVERNMENT)					
P	6.00 m	33 ½%	100	5.00 m	10.90 m
INDUSTRIAL:					
I-1	10.00 m	50%	100	5.00 m	14.20 m
I-2					
I-3					
RESIDENTIAL (ODP/Zoning Plan)					
S-4	6.00 m	33%	50	3.00 m	07.60 m
S-3	6.00 m	40%	60		09.00 m
S-2	6.00 m	40%	80		11.50 m
S-1	6.00 m	40%	100		15.40 m
COMMERCIAL:					
C-4	8.00 m	40%	80	5.00 m	14.20 m
C-3	8.00 m		100		16.00 m
C-2	8.00 m		150		20.50 m
C-1	10.00 m		200		24.10 m
C-1	10.00 m	40%	250	8.00 m	28.00 m
Special Area					

6A.5. Calculations of Building Height :

"Height of the Building" means the vertical distance measured from the top of the plinth of the building not exceeding 0.90 meters from the adjoining road level to the top of the finished level of the top most roof slab in case of flat roofs and to the eaves level of the top most roof slab in case of sloping roofs. Calculation of building heights in different geographical conditions are detailed hereunder:—

(a) In case of flat land, height of the building shall be measured vertically from top of the plinth level to the top most part of the slab of top most floor in case of flat roof.

(i) If the building is provided with the stilts at the ground level, the height shall be measured from top of the stilt floor.

(ii) If the building has partly stilt and partly covered, then it shall be treated as building with varying heights and shall be measured from top of the stilt where stilt is provided and adjoining grounds/roads level where ground floor is covered, provided further that, if stilt area exceeds 75% of plinth area of such building, total building may be treated as on stilts.

(b) In case of pitched/sloping roofs, the height of the building shall be measured up to the point where external surface of the outer wall intersects the finished surface of sloping roof.

(c) In case of gables facing the road, the height shall be measured mid-point between the eaves level and the ridge.

(d) Architectural features serving no other function except that of decoration shall be excluded for the purpose of measuring building heights. The height of the building shall be taken up to the terrace level for the purpose of fire safety requirements. Elevated water tanks, stair cabins, lift cabins and other features serving no other purpose except that of decorations and/or services such as water supply, Air-Conditioning, Dish

Antennae, Tower for Cellular Telephone Service, Solar Heaters etc., shall be excluded while determining the total height of the building, provided that the additional height referred herein does not exceed 7.50 meters above top most level.

(e) In case of buildings on different levels (slopes up to 25%), the building shall be treated as having different plinths, provided that, if the lower part of the building is provided with stilts to maintain the floor level, then the top of such stilts shall be treated as plinth level.

(f) In case of plot/building on slope having only one access from lower portion of the plot, the average level of the highest level and lowest level of the plot shall be considered as the plinth height for the purpose of calculating building height.

(g) In case of plot building having only one access/road from higher part of the slope, such road level shall be treated as adjoining ground level for the purpose of calculating height of such building.

(h) In case of plot building having two or more access/road, then the owner shall have the right to have buildings with varying heights measured at each level from the adjoining road/ground level, provided such building does not fall under the categories of (e), (f) and (g) above.

Note:— (1) In case of sloping site, the height of the plinth should not exceed 1.50 meters.

(2) In case of building on stilts or buildings with basements, the height of the buildings shall be measured from the top of the stilts/basement.

6B. SPECIAL ZONES :**6B.1. Conservation Zone (F) –****6B.1.1. General Regulations :**

(a) All cases dealing with any development/re-development/repairs/demolition falling

within Conservation zone, designated as such, in any Plan in force, shall be referred to the Conservation Committee by the concerned Planning and Development Authorities/Town and Country Planning Department. The decision of the Conservation Committee shall be binding on the Planning and Development Authorities/Town and Country Planning Department.

(b) Prior permission for the demolition of any such structure, repairs of facades/of compound walls, change in colour or any other changes in the external appearance of a building or structure, shall be obtained from the Planning and Development Authorities/Town and Country Planning Department who shall grant/refuse permission after reference to the Conservation Committee.

(c) A Completion Order shall be necessary from the PDA/TCPD, who shall grant/refuse the Completion Order after reference to the Conservation Committee.

6B.1.2. **Uses Permitted (ZONE-F)**

(a) The existing uses have to be preserved in all its respects and which is in harmony with the surrounding buildings/areas. Maintenance to the existing buildings and alterations to the facades, which have no aesthetical value or are in a totally dilapidated and weak condition, may be allowed, provided these are matching with the adjoining structure.

(b) (i) Uses prescribed in the respective use zone will be permitted subject to the regulation mentioned below.

(ii) The existing use found compatible may be allowed to continue.

(c) **Restrictions:** In settlement areas, shops dealing with household needs and a provision store may be allowed, provided they occupy less than 25% of front facades. However where traditional trades like goldsmiths, crafts, etc., are being followed the same may be allowed to

continue, provided they do not constitute any nuisance to the neighborhood.

6B.1.3. **Uses Prohibited (ZONE-F):**

All other uses, not specified under uses permitted in the respective zone, are prohibited. Further no commercial activities will be permitted in settlement zone except the uses permitted above.

6B.1.4. **Preservation Area:**

(a) In preservation area no new development shall be permitted, except repair work for maintenance of the existing structure and uses therein. The repair works shall be carried out only after obtaining written permission from the Competent Authority.

(b) No demolition of any structure or/development of any kind shall be carried out without the prior permission of the Competent Authority.

6B.1.5. **Relaxations:**

Relaxation shall be granted where the existing building/front part of the building/front façade is being maintained for conservation reasons.

The Competent Authority shall have power to relax the following regulations in conservation areas up to the maximum limits given below, based on the physical environment.

Setbacks:

(a) Front setback may be relaxed in case where it is desirable to maintain the street-scape and old facades are retained. However in case of buildings located at intersections and junctions, the desirable minimum setback up to 3.00 meters may be enforced.

(b) Side setbacks - Where existing building have setback less than permissible, relaxation may be allowed, based on existing conditions, subject to a minimum of 1.50 meters. However

side setbacks may be relaxed if the building is taken up to the boundary, provided blank walls are not visible from the road. For plots with a frontage up to 10.00 meters side setbacks of minimum 1.50 meters shall be permitted, provided that the F.A.R. is restricted to 100.

(c) Rear setback - Minimum rear setback of 3.00 meters shall be permitted for structures up to Ground + one (7.60 mts.). In case of additional floors in step formation within the stipulated F.A.R., an angle of $63\frac{1}{3}$ degrees from the rear boundary shall be maintained.

6B.1.6 . Other regulations :

(a) Access to rear: The height of the access to the rear may be relaxed up to 3.0 mts. and width to the extent of 2.5 mts. wherever required from aesthetic consideration.

(b) Size of chowk/internal courtyard: In case of building with width of 10 mts. or less the internal courtyard for light and ventilation may be permitted of minimum size of 2.0 mts. x 2.5 mts. for single storeyed structures and 2.5 x 3.0 mts. for two storeyed structures.

(c) Shop openings: Where shops are permitted, their external openings shall preferably be arched. In case rolling shutters are used for such openings they shall be fixed without distracting the appearance of the openings.

(d) Roof form: A sloping roof with Mangalore type tiles roof with an angle of 20 degrees to 30 degrees is to be provided. However, a portion of flat roof not exceeding 25% of area may be allowed.

(e) R.C.C. chajjas, weather protection boards: Straight R.C.C., chajjas should be avoided as far as possible and sloping chajjas provided instead. They may be or may not be covered with tiles.

(f) Cantilever projection: Cantilevered floor projections on upper floors will not be permitted

with the exception of balconies, open type with light railing.

(g) Overhead water tanks: Overhead water tanks should be as far as possible be located at the rear and be less obstructive. Alternatively they may be provided with a sloping roof.

(h) Land use restrictions: In settlement areas no commercial, service industrial or other industrial activities shall be permitted. However commercial activities in the form of shops dealing only in household needs like provisions, groceries, laundries, etc., and also professional offices may be permitted to the extent of $\frac{1}{4}$ (one quarter) of the frontage and $\frac{1}{10}$ (one tenth) of the coverage. Also where traditional trades like gold-smiths, crafts, etc., are being practiced in the area, the same may be permitted to continue.

(i) Repairs: Major repairs and internal modifications may be permitted maintaining the existing coverage and F.A.R. even if the same exceeds the permissible limit.

(j) Stepped formation: Where a completely new development is being proposed or extra floors are being added to the existing building, then each upper floor shall be setback along its front by a minimum of 2.50 m. from the immediate floor below. This rule may be relaxed if it is necessary to maintain the height of the existing building line along a street.

6B.1.7. Procedure for obtaining permission for renovations/repairs/re-construction/new development Conservation Zone :

(a) Application for development shall be submitted to the Competent Authority as per the normal procedure stipulated in these Regulations.

(b) The Competent Authority shall, before granting Development Permission/Technical Clearance, refer the proposal to the

Conservation Committee and obtain its opinion. Development permission/Technical clearance shall be granted only if the proposal has been consented to by the Conservation Committee.

(c) All applications for development in Conservation Committee shall be accompanied by the following drawings/documents in addition to the ones prescribed in general regulations:-

(i) Detailed drawings of the proposed external elevations of the building and type of compound wall - 2 copies.

(ii) Coloured postcard size photo graphs of the existing building, if any on the plot and the adjacent buildings on either side - 2 sets.

(iii) Colour scheme of the exterior elevations including compound walls. This may be submitted at any time before the application for Completion Order.

6B.1.8. *Guidelines:*

The design of buildings/structures in the Conservation/Preservation area shall be prepared keeping in mind the total built up surroundings of the area and the immediate neighbouring buildings, so as to maintain the character of the area. Following guidelines may be followed:-

(a) The existing skyline and roofing patterns/formation shall be generally followed, in order to maintain conformity with the precincts/adjacent buildings.

(b) The existing landform, along with any vegetation or landscape features, which lend character to certain area, should not be drastically or materially altered.

(c) External elevation features, including motifs, eaves boards, balustrades, pillars and cornices and compound walls could be discretely used, so as to integrate the new

development/redevelopment with the existing façade and streetscape in general.

6B.2. *Archaeological sites:*

Any development of Protected Monuments and within areas up to 300.00 meters from the Protected Monuments, notified under Ancient Monuments and Archaeological Sites Remains Act, 1978, (as per the list of Protected Monuments of ASI Circle, Goa) shall require N.O.C. from The Director General, Archaeological Survey of India, New Delhi and any development of Protected Monuments and within areas up to 100mts. from the Protected Monuments those notified under Goa Ancient Monuments and Archaeological Sites and Remains Act, 1978 (as per their list) shall require N.O.C. from the Director of Archives and Archaeology, Panaji, Goa

(A). LIST OF PROTECTED MONUMENTS OF ASI, GOA CIRCLE, GOA:

Basilica of Bom Jesus, Old Goa.
 Se Cathedral, Old Goa.
 Chapel of St. Cajetan, Old Goa.
 Church and Convent of St. Francis Assisi, Old Goa.
 Chapel of St. Catherine, Old Goa.
 Church of Our Lady of Rosary, Old Goa.
 Portal remains of St. Paul's College, Old Goa.
 Arch of Viceroy, Old Goa.
 Arch of Adil Shah's Palace, Old Goa.
 Church of St. Augustine, Old Goa.
 Aguada Fortress (Upper), Candolim.
 Safa Masjid, Ponda.
 Rock cut caves, Arvalem.
 Mahadev Temple, Tambodisurla.
 Mahadev Temple, Kurdil.
 Excavated site, Chandor.
 Fortification Wall of Aguada Fortress (Lower), Candolim.
 Chapel of St. Francis Xavier and connected buildings.
 House of Bull.
 Largo of St. Francis Xavier.
 Largo of St. Cajetan together with other monuments.

(B). LIST OF PROTECTED MONUMENTS under the Director of Archives and Archaeology, Panaji, Goa:

Sr No.	Name of Monument	Village	Taluka	Survey No.	Sub Div. No.	Ownership of Monument
1	Ruins of Brahmपुरi	Ella	Tiswadi	128	-	Private
2	Chapel of St. Xavier	Ella	Tiswadi	97	-	Private
3	Chapel of Our Lady of Monte	Ella	Tiswadi	86	-	Private
4	Convent of St. Monica & Chapel	Ella	Tiswadi	153	1	Private
5	Ruins of College of St. Popula	Ella	Tiswadi	14	-	Private
6	Church of St. Peter	Ella	Tiswadi	1	2	Government
7	Casa de Polvora	Panelim	Tiswadi	4	3	Government
8	Fort of Naroa	Naroa Diwar	Tiswadi	50	-	Government
9	Site of Temple at Saptakoteswar	Naroa Diwar	Tiswadi	36	1	Private
10.	Church of St. Anne	Talaulim	Tiswadi	1	1	Private
11.	Chapel of St. Jeronimus	Madel Chorao	Tiswadi	112	-	Private
13.	Fortress of Colvale	Colvale	Bardez	74,23	-	Government
14.	Reis Magos Fort	Reis Magos	Bardez	90	1& 2	Government
15.	Church of Reis Magos	Reis Magos	Bardez	88	1	Private
16.	Fort of Chapora	Caisua	Bardez	357	-	Government
17.	Caves at Naroa	Naroa	Bicholim	155	-	Private
18.	Temple at Saptakoteswar	Naroa	Bicholim	1	-	Private
19.	Site of Gujir	Kudnem	Bicholim	75 & 76	-	Private
20.	Fort of Sanquelim	Sanquelim	Bicholim	31	41 & 44	Government
21.	Namazgah	Sanquelim	Bicholim	78	2	Private
21.	Site of ruins of Shantadurga Temple	Cortalim	Salcete	1	1 & 2	Private
22.	Site of ruins of Shantadurga Temple	Quelossim	Salcete	1	1& 2	Private
24.	Site of ruins of Ramnath Temple	Loutulim	Salcete	215	-	Private
25.	Ruins of tank of Verna and Temple of Mahalasa	Verna	Salcete	38 & 39	3	Private
26.	Gate of Rachol Fortress	Rachol	Salcete	74	1	Private
27.	Caves of Aquem	Margao	Salcete	54	227	Private
28.	Damodar Temple	Margao	Salcete	-	-	Govt. & Private
29.	Frontpiece of Sancoale	Sancoale	Mormugao	226	83	Private
30.	Shri Chandranath	Paroda	Quepem	85	6	Private
31.	Cabo de Rama Fort	Cabo de Rama	Canacona	259, 260 & 262 263	All sub division	Government
32.	Shri Mallikarjuna Temple *	Shreesthal	Canacona	1	3	Private
33.	Caves of Rivona	Rivona	Canacona	7	5	Private
34.	Caves of Khandepar	Khandepar	Ponda	170	2	Private
35.	Caves at Ishwarbhat	Khandepar	Ponda	170	2	Private
36.	Cave at Mangueshi	Mangueshi	Ponda	45	-	Private
37.	Shri Naguesh Temple	Bandora	Ponda	1	1& 2	Private
38.	Shri Kamakshi Temple	Shiroda	Ponda	1	-	Private
39.	Shri Saptakoteswar	Khandepar	Ponda	157	-	Private
40.	Shri Mahadev Temple	Agapur	Ponda	120	-	Private
41.	Ruins of Jaina basti	Bandora	Ponda	5	1,2,3,4	Private
42.	Fort of Alorna	Alorna	Pernem	242,239	1,2,3	Government
43.	Fort of Terekhol	Terekhol	Pernem	1	-	Government
44.	Mosque (Khawja Ismael Konadi)	Pernem	Pernem	-	-	Private Trust

* denotified vide 8/241/99/DA A-118 dated 24-5-2006 published on pg. 53 Sr. 1 No. 4 of 27th April, 2006.

6B.3. Coastal Regulation Zone (under Environment Protection Act, 1986):

All development in these zones shall be governed by the CRZ regulations published under Environment Protection Act, 1986, as amended from time to time. See Annexure-I at 27.I.

7. MINING, QUARRYING AND BRICK KILN OPERATIONS

The following regulations, shall govern the mining, quarrying and brick kiln operations:-

(a) No mining, quarrying or brick kiln operations, where no blasting is involved, shall be permitted within a distance of 50.00 meters from the boundary or any public road, railway line, canal or any building.

(b) No mining, quarrying or brick kiln operations, which involve blasting, shall be permitted within a distance of 200 m. from the boundary or any public road, railway line, canal, or any building.

(c) The mining, quarrying and brick kiln operations shall be permitted for a stipulated period of not exceeding three development permission terms.

(d) The operations shall not be permitted substantially below the average ground level, if the operations are for the extraction of stones, earth or moorum.

(e) The operations shall neither endanger the foundations of neighbouring structures nor disturb the slope stability of existing hills, slopes or embankments.

(f) At the expiry of the period permitted, the land should be brought back to its original condition, which existed prior to the development, after ensuring proper soil conservation measures.

(g) The operations will in no case be permitted within 500 mt. of the High Tide Line in coastal areas.

(h) The site plan submitted in quadruplicate should also furnish the contours at an interval of 5 mts.

Note: The Competent Authority under the provisions of appropriate Act, Rules and Regulations shall have the power to stop the on going works if it is found to be detrimental to the environment.

8. FUEL FILLING STATIONS, SERVICE STATIONS AND FILLING CUM SERVICE STATIONS.

These will be governed by provisions specified by Indian Road Congress norms and further to the provisions contained in these Regulations. Provided further that the norms of IRC shall prevail in case of any conflicting provisions.

The installations of filling stations, service stations and filling cum service stations, shall be governed by the following regulations:-

(A) Fuel Filling Station :

(a) Location :

(i) A distance of 1 km. minimum shall be necessary between two filling stations, if they are located on National Highway or Major District Road, outside the urban areas.

(ii) A minimum distance of 1/4 km. minimum shall be necessary between two filling stations, if they are located on the roads in the urban areas. This requirement may be waived if they are located in the commercial zone.

(iii) A distance of minimum 45.00 meters shall be necessary between the filling station and the tangent point of the intersection of the minor roads.

(iv) A distance of minimum 90.00 meters shall be necessary between the filling station and the tangent point of intersection of the major roads.

Note: All roads with right of way of 20.00 meters and more shall be considered as major roads for the purpose of these regulations.

(b) Space requirements:

(i) The minimum effective size of plot for the location of filling station shall be 600.00 square meters, with minimum frontage of 30m, PROVIDED that this requirement may be relaxed if it is located in Zones C1, C2, C3, C4, where the

minimum size of the plot shall be 375.00 square meters with the minimum frontage of 25.00 meters.

(ii) Except in hilly terrain, the plot shall be on a level ground.

(c) Parking requirements:

Every filling station shall provide for one car parking space for every 600.00 square meters of plot area or part thereof, subject to a minimum of two car parking spaces.

(d) Other requirements:

(i) The pump island should have a minimum front set back of 6.00 meters from the effective plot boundary and 10.00 meters side set back on either side. The distance between the pump island and any built up area above ground within the plot should be a minimum of 6.00 meters.

(ii) The decision of the Competent Authority regarding the location and setting of the filling station shall be final. The exit and entrance drive way kerbs, the location of the filling kiosks shall be designed as directed by the Competent Authority.

(B) Filling-cum-Service station:

(a) Location requirements:

These shall be as per Filling Station.

(b) Space requirements:

The minimum size of plot shall be 1000.00 square meters with the minimum frontage of 30.00 meters.

(c) Parking requirements:

The minimum parking to be provided shall be four car parks for a plot area of 1000.00 square meters or part thereof and additional one car park for every additional 200.00 square meters of plot area or part thereof.

(C) Service Station:

(a) Location requirements:

These shall be as per Filling Station.

(b) Space Requirements:

The minimum size of plot shall be 500.00 square meters, with minimum frontage of 25.00 meters.

(c) Parking requirements:

These shall be as per the Filling cum Service Station.

(D) The Fire Safety Measures shall be as per Petroleum Rule, 1976 for (A) and (B) above.

9. SPECIAL DEVELOPMENT/STRUCTURES

9.1. Theatres and Stadia:

All buildings for Cinemas, Theatres including Motion Picture Houses, Exhibition Halls and other Public Assembly Buildings which come under Group D - Classification of Building based on occupancy as per National Building Code of India shall conform with Fire Safety Measures as per Fire protection (Part IV) of National Building Code of India, as amended in 1987 and shall conform to IS4878-1986 for construction of Cinema Buildings (First Revision) (Reaffirmed in 1991) and Goa Cinematography Rules.

9.2. Cemetery/Graveyard/Crematorium:

In addition to other regulations, any proposal for development of crematorium/Graveyard/Cemeteries shall provide, within the plot area itself, a buffer/safety zone of 30.00 meters between any grave/cremation platform and the nearest settlement area.

Note: The buffer/safety zone from the cemeteries/burial grounds and crematoriums may be relaxed up to 15.00 meters in case the various constraints and needs of the area, provided that such relaxation is specially requested, and may be placed before the Board by the Chief Town Planner with his comments and thereafter the Board may consider the relaxation on case to case basis.

9.3. Structures for Non Conventional Energy Sources:

Any structures proposed for installation of any non-conventional energy, shall be exempted from coverage, FAR, height, use, etc.

Note: Special Buildings not covered:

Any building/structures which are not specifically defined or covered under these Regulations shall be treated as Special Buildings. Such buildings//structures shall be dealt with as per the provisions contained in the National Building Code of India.

10. PARKING

(a) Off street parking spaces for vehicles shall be provided in case of every new building proposed to be constructed or when new additions are made to the existing building, as specified in TABLE-IX, depending on the use of the building.

TABLE - IX

Type of use	Minimum Parking Requirement
1	2
I Residential buildings/ /Flats/ apartments	One space for every 75 m ² of floor area or part thereof, limited to the maximum number of apartments/flats.
II (a) Five & Four star hotels	One space for two rooms.
(b) Other hotels and motels	One space for four rooms.
III Cinemas, theatres, dances halls, public assembly halls	One space for 20 m ² of floor area or part thereof.
IV. Retail business market including restaurants, office buildings, Professional offices and Banks, Hospitals and Nursing Homes.	One space for 50 m ² of floor area or part thereof.
V. Wholesale warehousing, Whole sale market and Market Yards	Parking area of 50 m ² for every 100 m ² of floor area or part thereof.
VI. Schools and Colleges	Parking area of 25 m ² for every 100 m ² of floor area or part thereof.
VII. Industrial premises	Parking area of 50 m ² for every 200 m ² of floor area or part thereof.
VIII. Stadia	Parking area of 50 m ² for every 100 seats or part thereof.
IX. Retail markets	Parking area of 25m ² for every 100 m ² of floor area or part thereof.

(b) One off street parking space shall have the minimum area of 12.50 m² (2.50 m. x 5.00 m.) and all parking spaces shall be provided with adequate vehicular circulation and maneuvering space from the street. Wherever areas of parking are as specified in the Table IX, these areas should not be converted into open spaces; the minimum being the one specified above and shall not include circulation space.

(c) The parking layout plan to be submitted with the application shall fulfill the following conditions:-

(a) The minimum width of the access to the street shall be 3.00 m.

(b) The car parking area shall have two independent accesses leading to the street, if its capacity exceeds 19 parking spaces. However only one such access may be permitted if its minimum width is 5.00 meters.

(d) Developments providing for off street parking in excess of the minimum requirements may be considered favourably by the Competent Authority for relaxation of other requirements.

(e) The requirement of stilt parking on the ground floor, full or part, may be exempted, provided the builder/developer provides a separate structure only for parking within the same plot. The said structure shall be allowed free of FAR but shall be counted in the Coverage and shall follow all other regulations in force.

(f) In case parking spaces are provided in the basement, at least two ramps of adequate width and slope shall be provided, located preferably at opposite end.

11. COMPOUND WALL AND GATES

11.1. Permission for construction of compound wall and gates may be sought separately or along with the application for permission for construction/building operation/development within a plot. Detailed drawings of compound wall and gates shall be submitted alongwith the application for development permission drawn to a scale of 1cm. to 1m.

11.2. Maximum height of a compound wall along the boundary other than that abutting on a street may be permitted up to a maximum height of 2.50 mts. and along the boundary abutting on a

street upto a height 2.00 mts. only and may be of closed type upto a height of 0.90 mts. only. However, no Compound wall shall be permitted in front of commercial establishments existing/ /proposed in the building, unless separate entry and exit points are provided.

11.3. Compound wall, at street junctions shall be so located, as not to disturb the minimum sight distances as prescribed in these regulations and along the intersections of streets no compound wall shall be raised to a height of more than 0.9 mts. from the crown of the road for a length of 9.0 mts. from the intersection corner of the plot, on both sides of the plot.

11.4. In case of Government/Semi Government Blocks etc., with special security requirements, mills, factories, industrial units, storage depots and warehouses, the compound wall may be allowed to be raised to a height not exceeding 3.0 mts. from the crown of the road, provided that no obstruction to the line of sight for traffic is caused.

11.5. All gates of compound wall shall open inward only, unless the gate is recessed into the plot to a depth, which will not cause the gate to protrude beyond the compound wall line.

11.6. The entry or exit, to the plot situated at the intersection of the roads having a width of 10.00 mts. or more, shall be located at least 15.00 mts. away from the tangent point of such intersection. If the length of any side of such a plot is less than what is prescribed above, then the entry or exit shall be provided at the farthest end of the plot from the intersection.

11.7. No barbed wire fence or cactus hedge shall be permitted along the boundaries abutting on a public road.

11.8. A sheet metal fence along the boundaries of a plot abutting a street or streets shall not be erected until the design thereof has been approved by the Licensing Authority.

11.9. No compound wall shall obstruct the right of way of the roads as prescribed in the designated Plan/map and any the traditional access passing through the property.

12. SUB-DIVISION REGULATIONS

The sub-division of land shall conform to the provisions given below regarding roads, surface

and storm water drainage, sloping sites, open spaces, size of plots and their frontage and means of access.

These regulations shall be applicable to new sub-divisions in all zones, except in zones A1 & A2, which shall be governed under 'Other Regulations' at 12.7(d):

Provided that sub-division regulations regarding minimum size of plot, frontage etc. shall not apply to the original plots having independent surveys No./chalta No. for the purpose of permitting any development within the plot in terms of zoning and use provisions.

Also appropriate provisions shall be made for garbage, sewerage, water supply, electric supply, Telephone lines, cable television, etc. and other essential services as required in the Regulations.

12.1. Regulations regarding roads :

(a) All road right of ways shall have the carriage widths and other widths specified in the following TABLE - X:

TABLE - X

Road width in mts.	6	8	10	15
Carriage width in mts.	3.50	3.50	6.80	9.00
Shoulder/ /Footpath width in mts.	1.10 on each side	1.95 on each side	1.30 on each side	2.60 on each side
Width of road side drain in mts.	.30	.30 + .30	.30 + .30	.40 + .040

(b) No roads shall have a gradient of more than 1:10 along its longitudinal section.

(c) All roads within the layout or sub-division shall be of water bound macadam with asphalt toping and shall follow the relevant P. W. D. specifications.

(d) All roads having a road width (R/W) of 15.00 m. or more, shall be provided with a separator.

(e) All road corners should be worked out in a smooth curve of 3.00 m. radius for roads upto 10.00 m R/W and that of 5.00 m. radius for roads above 10.00 m. R/W width.

(f) In case of road inter-sections involving roads of different R/W, the corners should be worked out as per the specifications prescribed for the road having wider R/W.

(g) All the cul-de-sac head provided shall have the minimum size of 12.00 meter x 12.00 meter.

A 3.00 meter road serving a single plot may not be provided with a cul-de-sac head.

(h) All sub-division roads shall be treated as public roads and shall be transferred to the local authority by a gift deed, unless the entire sub-divided area is enclosed by a compound wall, in which case the roads shall remain under joint ownership of the owners of the plots or with a Society duly registered under the Co-op. Societies Act:

Provided that such compound wall does not render any adjoining property land locked.

12.2. Regulations regarding surface and storm water drainage :

(a) All drains should have adequate slope to facilitate surface water drainage effectively.

(b) All drains should be constructed, lined, cemented and finished as per PWD specifications.

(c) All drains shall have minimum sizes as specified in Table X and should be constructed on one side for roads up to 6.0 m. R/W and on both sides for wider roads.

(d) Cross drains and culverts shall be provided as per site conditions wherever required and shall be either of pipes of minimum diameter of 300 mm. embedded in Plain Cement Concrete or RCC slab drain supported on laterite masonry with PCC lining at the bottom.

(e) All surface drains, storm water drains, cross drains and culverts should be clearly indicated in the sub-division plans indicating the route of flow of water along the proposed drains and its ultimate discharge on to public drains, public nallah or natural water courses.

(f) The open space/spaces left shall be provided with lined drains to drain out water in satisfactory manner as approved by the sanctioning authority.

(g) The sub-division plans should show the cross section and other construction details of the road drains, cross drains, culverts etc.

12.3. Regulations regarding sloping sites :

(a) When submitting plans of sub-division of land or layout of private street proposals in a plot which has a gradient of 1:10 or more, the plan should indicate block levels at 5.00 m. centre to centre or alternatively contour plans at 1.00 m. intervals.

(b) The levels/contours should be drawn with reference to a bench mark clearly indicated on the site plan.

(c) Such block levels/contour plans are obligatory in case the site exceeds 10,000 m² in area.

(d) No part of the plot which is having an inclination of more than 25% slope shall be permitted for development as useable/saleable plots.

12.4. Regulations regarding open spaces :

(a) When a plot is to be sub-divided, certain areas, as detailed in TABLE- XI below shall be set apart as usable open space in the proportion given hereunder:—

TABLE - XI

Zone	Area to be sub-provided	Open space to be divided
S1, S2, S3, S4	4000 m ² and above	15%
C1, C2, C3, C4,	2000 m ² and above	15%, out of which 10% is to be developed as recreational open space and 5% as general pool parking.
P	2000 m ² and above	15%, out of which 10% is to be developed as recreational open space and 5% as general pool parking.
T1, T2, T3,	10,000 m ² and above	15%, out of which 7.5% is to be developed as recreational open space and 7.55% as general pool parking.

T	20,000 m ² and above	15%, out of which 10% is to be developed as recreational open space and 5% as general pool parking.			less than 1000 m ² & the least dimension of any side being not less than 15 m. General Pool Parking - Each parcel having an area of not less than 500 m ² and the least dimension of any side being not less than 10 m.
R	4,000 m ² and above	5% as general pool parking.			
A1, A2	50,000 m ² and above	Not Applicable			
			T	20000 m ² and above	Recreational space - Each parcel having an area of not less than 1500 m ² & the least dimension of any side being not less than 15 m. General Pool Parking - Each parcel having an area of not less than 750 m ² and the least dimension of any side being not less than 10 m.

(b) The open space/spaces to be provided under sub-clause (a) above may be kept in more than one parcel, as per the details given in TABLE-XII below:-

TABLE - XII

Zone	Area to be sub-divided	Open space provision
S1, S2, S3, S4	Upto 7000 m ²	One parcel having an area of minimum 500 m ² with least dimension of any side being not less than 15 mts. and other parcels having area of minimum 250 m ² with least dimension of any side being 10 mts.
S1, S2, S3, S4	Above 7000 m ²	Each parcel having an area of minimum 500 m ² with least dimension of any side being not less than 15mts.
C1, C2, C3, C4.	Upto 5000 m ²	Recreational space - Each parcel having an area of not less than 200 m ² & the least dimension of any side being not less than 10 m. General Pool Parking - Each parcel having an area of not less than 100 m ² and the least dimension of any side being not less than 5 m.
C1, C2, C3, C4.	Above 5000 m ²	Recreational space - Each parcel having an area of not less than 500 m ² & the least dimension of any side being not less than 15 m. General Pool Parking - Each parcel having an area of not less than 250 m ² and the least dimension of any side being not less than 5 m.
I1, I2, I3	10000 m ² and above	Recreational space - Each parcel having an area of not

P	2000 m ² and above	Recreational space - Each parcel having an area of not less than 200 m ² & the least dimension of any side being not less than 10 m. General Pool Parking - Each parcel having an area of not less than 100 m ² and the least dimension of any side being not less than 5 m.
A1 & A2		Not Applicable.

(c) All open spaces shall have a means of access as though it is an independent plot.

(d) The open spaces shall be used for recreational and community purposes of the occupants of the sub-divided plots and/or for installations of public utilities, provided such installations do not cover more than 5% of each of the open space, a minimum 3.00 meter setback from any edge of the plot is kept and the maximum height of any construction is restricted to 6.00 m. only. In case of water tower, the height restriction will not be applicable.

(e) The open spaces shall be deemed to be zoned as zone "R" and shall be governed by the following provisions:-

(i) The open spaces shall be transferred to the local authority by a gift deed by the owner/developer before obtaining final approval, unless the entire sub-divided area is enclosed by a compound wall. If the open spaces are transferred to the local authority, the same shall be developed and maintained by the Local Authority for the purpose mentioned at sub-clause (d) above.

(ii) In case of Group Housing wherein open spaces are required to be kept, then, such open spaces shall be jointly held by the owners of the premises/Co-operative Housing Society. The owners of the premises or Co-operative Housing Society shall be deemed to have an undivided share in such open spaces proportionate to the area of their premises. Its use however shall remain unchanged as stipulated at sub-clause (d) above.

While enclosing the area by a compound wall, adequate provision shall be made to ensure that access is not obstructed to any adjoining contiguous land locked property.

(f) In commercial zones, if bye-lanes of width not less than 7.50m. are provided adjoining public roads, to be used for parking, the area of such bye-lanes may be computed in the open space up to 50% of the total requirements of open space.

(g) In case of partial development of a plot, 15% open space should be set apart of only that part of the plot undertaken for development provided that this part of the plot as well as the remaining part is not less than 4000m² in area.

Note: Open spaces having irregular shape, relaxation in size of 15.00 meters may be allowed by the sanctioning authority.

12.5. General requirements regarding development of plots, open spaces and roads:

(a) All plots should be properly developed to make them suitable for construction and so as to prevent water logging.

(b) The roads and open spaces should be developed so as to prevent water logging and flooding.

(c) Every sub-divided plot as well as all open spaces should have an independent motorable means of access from a public road.

(d) All plots and open spaces shall be clearly demarcated with boundary stones fixed at all corners.

12.6. Regulations regarding minimum size of the plot, frontage, means of access and right of way of roads:

All sub-divided plots shall have minimum sizes, frontage, means of access and widths of roads shall

be as given in the Table XIII, Table XIV and Table XV respectively.

(a) Minimum area of plot and minimum length of side of plot:

TABLE - XIII

Min. size of the plot	Min. area of the plot in sq. mts.	Min. length of the side of plot
ZONE	SQ.MTS.	MTS.
S1, S2, S3, S4	200.00	13.00
C1, C2, C3, C4	500.00	20.00
I1	600.00	20.00
I2	1000.00	25.00
I3	5000.00	50.00
P	1000.00	20.00
T	1000.00	25.00
R	500.00	15.00
A1 & A2	2000.00	20.00

(b)(i) Existing plots with the independent survey numbers or already approved plots as on the date of adoption of these Regulations shall be exempt from the above limits.

(ii) The length of any side of the plot may be relaxed to 10.00mts. in case of sub-division of an approved plot, provided the areas of further sub-divided plots are not less than 200 m².

(c) Accessibility to the plot to be sub-divided.

TABLE - XIV

Effective area of the plot to be sub-divided	Minimum width of access	
	OTHER ZONES	I-1, I-2, I-3 & T
Up to 7500.00 m ²	6.00 m.	10.00 m.
7501.00 m ² to 25,000 m ²	8.00 m.	10.00 m.
25,001 m ² and above	10.00 m.	15.00 m.

Note: (1) In case of existing plots having an area upto 5000 m² and abutting on a public road of 3.00 m. only, development may be permitted by relaxing the minimum road width requirement, PROVIDED the length of the road to the plot does not exceed 100.00 m.

(d) Minimum width of roads within the sub-division of land:

TABLE - XV

Maximum area served	R/W if the road is looped	R/W if the road ends in cul-de-sac
Upto 2500 m ²	6.00 mts.	6.00 mts.
2501 m ² up to 5000.00 m ²	6.00 mts.	8.00 mts.
5001.00 m ² to 20,000.00 m ²	8.00 mts.	10.00 mts.
Above 20,000.00 m ²	10.00 mts.	12.50 mts.

Notes: (1) In settlement zones, 3.00 m. road serving only one plot of 500.00 m² or less shall be permitted. No cul-de-sac head shall be required to be provided.

(2) In Industrial and Transport zones, the minimum width of the road shall be 10.00 m. if the road is looped and 15.00 m if the road ends in cul-de-sac head.

(3) In commercial zones, the minimum width of road shall be 8.00 m if the road is looped and 10.00 m if the road ends in cul-de-sac head.

12.7. Other Regulations:

(a) If the effective plot to be sub-divided is more than 5 Ha. and less than 50 Ha. in the settlement zones, an additional 5% of the total plot area should be reserved for the provision of amenities and utilities such as schools, community centers, commercial centers, etc., and the same shall be regulated as follows:—

(i) The owner shall indicate on the plans, areas earmarked for each of the amenities such as Educational Institution, Community Centre, Commercial Centre, etc.

(ii) The ownership of such reserved areas shall continue to remain with the owner of the property until these are transferred by him to any other person for its development only for the purpose for which it is earmarked.

(iii) The use earmarked for each of the reserved area shall remain unchanged. Provided further that, the area earmarked for Schools/Institution, may, after a period of five years from

the date of approval of sub-division, be developed into a community centre wherein the entire ground floor may be allowed for commercial use and for community facilities on the upper floors after obtaining approval from Competent Authority. For this purpose the owner will have to satisfy the Competent Authority that enough efforts have been made by him to get the institutional offers. This shall include advertisements and intimation to educational institutions for which the rate per m² shall be the rate of the first sale instance registered for a residential plot.

(b) For areas over 50 Ha. in settlement zones, and over 20 Ha. in other zones, in addition to the above, the development will be subject to other special conditions as the Authority may decide to impose in connection with the drainage, garbage and waste disposal, water supply, and other requirements, amenities, common facilities, etc.

(c) In I-1, I-2, I-3 & T zones and for the effective plot area between 2 Ha. to 5 Ha., 5% of the total area should be reserved for community hall, nursing home, crèche, etc.

For areas above 5Ha., additional 2.5% of the total area is to be reserved for retail trade, Post office, Bank and other ancillary commercial activities and 10% of the area may be reserved for the industrial housing.

(d) In case of A1 & A2, the requirements of open space and asphalted road shall not apply. Further the road width of 3.00 meters may not be insisted upon.

13. BUILDING BYE-LAWS

13.1. Minimum Ceiling Height of Rooms:

(a) Every habitable room in any building shall be in every part at least 2.80 meters in height from the floor to the finished underside of roof slab or ceiling, provided that in case of sloped roof the height at any point shall not be less than 2.50 meters.

(b) Wherever the height of a room in any building is 5.00 m. or more, the FAR of such a room shall be calculated at twice its area. However this shall not apply to institutional/religious buildings, theatres/ auditoriums/atrium/over-industrial and alike where such requirements are for operational reasons.

13.2. Minimum size of Rooms:

(a) No habitable room shall have a carpet area of less than 10.00 square meters except in the case of hostels attached to the recognized educational/cultural/sports institutions/Associations for which the minimum area of a habitable room may be 8.00 square meters.

(b) The relaxation in minimum size of habitable rooms to 8.00 square meters may also be permitted in case of housing projects for economically weaker section category under taken by the Government, Semi Government, Public/Local Authorities.

(c) The minimum width of a habitable room shall be 2.50 mts. Further 25% of the area of the room may be 2.20 meters wide if any one wall forming this portion opens directly to external air through an opening formed in that wall.

(d) Non-habitable rooms like store room/laundry room/prayer room, which do not meet the minimum requirements of light and ventilation, shall be permitted with minimum sizes of carpet area of 3.00 m² and maximum size of carpet area of 5.00 m².

(e) Non-habitable rooms of sizes exceeding 5.00m² and all other rooms which are not mentioned in these Regulations shall also be of sizes prescribed for habitable rooms in these Regulations and shall have light and ventilation as per habitable room.

13.3. Lighting and Ventilation of Rooms:

(a) Every habitable room shall have for the admission of light and air, one or more apertures, such as windows, fan-lights, etc., opening directly to external air or into balcony or verandah and of aggregate area inclusive of frames of not less than 1/10th of the carpet area, excluding doors, except in case of hospital wards, dormitories and schools when such apertures are to be not less than 1/6th of the floor area.

Note: No portion of a room shall be assumed to be lighted if it is more than 7.50 meters away from the external façade. However, this rule on 7.50 meters shall be applicable in case of cultural and institutional buildings and buildings of commercial offices, banks etc. In such cases 1/6th of the floor area should be kept for the window openings inclusive of frames and exclusive of doors.

(b) Cross ventilation shall be provided in at least one habitable room of a dwelling, either by means of window or ventilator in opposite or adjacent walls.

13.4. Bath Room and Water Closet:

(a) Every bathroom or water closet shall—

(i) Be so situated that at least one of its walls shall be open to external air or open verandah/open balcony not more than 2.00 meters in width or interior open air space as prescribed in these Regulations.

(ii) In case of bathroom inclusive of water closet the floor area shall not be less than 2.50 m² for which the smallest side shall not be less than 1.25 meters.

(iii) In case of a bathroom exclusive of water closet the floor area shall not be less than 1.50 m² and the smallest side shall not be less than 1.00 meters.

(iv) In case of separate water closet the floor area shall not be less than 1.10 m² and the smallest side not less than 1.00 meters.

(v) Have a window or a ventilator open to external air, of a superficial area of not less than 0.80 m² for bathrooms, not less than 0.50 m² for the water closet if separate and not less than 1.00 m² for bathroom inclusive of water closet.

(vi) Have a ceiling height of not less than 2.20 meters.

(vii) In case of cultural and educational institutions, cinema and hotels buildings, water closets and bathrooms may be allowed without any of their sides directly abutting to an external air provided they are placed within the room, one side of which shall open to external air with a total opening of at least 1/10th of the floor area of the room and provided the ceiling height of such a room is not less than 2.50 meters and the partition height of the water closets and the partition height of the water closets as bathrooms are not more than 2.20 meters from the floor level.

(b) Every bathroom or water closet shall—

(i) not be directly over or under any room other than another bathroom or water closet

washing place, terrace or bathroom unless it has water tight floor;

(ii) be closed by walls or partitions of bricks or stones or other similar materials. The surface of every such wall or partition shall be finished with a smooth impervious surface up to the height of 1 meter above the floor level or by glazed tiles or any other suitable materials to a height of one meter above the floor level of such room;

(iii) have an impermeable floor having a suitable drainage towards the building sewer.

(c) No room containing a water closet shall be used for any purpose other than a lavatory and no such room shall open directly into any kitchen or cooking space. Every room containing water closet shall have a door completely closing the entrance to the water closet;

Note: (1) In the case of hotels, bathrooms and water closets may abut on to and obtain ventilation from an internal passage having width of not less than 1.80 meters. Provided that the bathrooms and water closets have an exhaust ventilation through a duct whose smaller side shall not be less than 0.80 meters, and the other side not less than 1.50 meters, and provided such duct is ventilated at the top and bottom and the duct is accessible from the ground floor level.

(2) RCC slab or loft over a bath and WC may be permitted above the height of 2.20 meters.

(d) Minimum number of bathrooms, water closets and urinals to be provided for various types of buildings shall be:—

(i) For a dwelling unit, one bathroom and one WC either independent or combined;

(ii) For shops, one WC and one urinal for every 6 shops or part thereof and one additional W.C. for ladies.

(iii) For go-downs, service repair garages, workshops, petrol pumps with or without service station, one WC and one urinal for each building.

(iv) For cinemas, theatres, public assembly halls, 1 WC for 100 seats or part thereof, 2 urinals for 75 seats or part thereof at each sitting level. In each sanitary block at least 2 wash basins shall be provided. The above facilities shall be

suitably apportioned between males and females.

(v) For schools, colleges and other institutional buildings 1 WC for 100 students or part thereof and 2 urinals for 150 students or part thereof; besides wash basins.

(vi) For markets, business buildings, office buildings, banks, restaurants, etc. 1 WC and 1 urinal for every 100.00 square meters of floor area or part thereof.

(vii) For residential hotels, lodging houses, etc., 1 WC and 1 bathroom for every 50.00 square meters of floor area or part thereof besides wash basins.

(viii) For hospitals, nursing homes, one WC and one bathroom for every 50.00 square meters of floor area or part thereof; besides wash basin.

(ix) For industrial premises, one WC for every 150.00 square meters of floor area or part thereof; besides wash basin.

13.5. Kitchens :

(a) A kitchen shall have a carpet area of not less than 6.00 m² and shall not be less than 2.00 meters in width;

(b) Every room to be used as a kitchen shall have—

(i) a height of not less than 2.80 meters except for the portion to accommodate floor trap of the upper floor provided that in case of sloping roof, the height at any point shall not be less than 2.50 meters;

(ii) Window opening of at least 1/10th of the carpet area; and

(iii) An impermeable floor.

(c) Every dwelling unit shall be provided with a kitchen, either as a separate room as above or as part of any other room, having a designated minimum area of 3 m², which shall be over and above the area of the habitable room in which it is contained and having provision for light and ventilation adjacent to this area without having any separating partition.

13.6. Shops:

(a) The minimum carpet area of a shop shall be 6.00 m² and the least dimension of 2.00 mts.

(b) Shops having carpet area between 6.00 m² and 9.99 m² shall not be permitted with any mezzanine. The minimum frontage/width shall be 2.00 mts.

(c) Shops having area of 10.00 m² and above the minimum width shall be 2.50 mts.

(d) All shops shall have full opening on its front for the purpose of ventilation.

(e) Shops having depth of more than 7.50 meters shall be provided additional ventilation from other side, as required for a habitable room.

13.7. Minimum accommodation to be provided:

In case of dwelling units, the minimum accommodation to be provided shall be one living room, one kitchen and one WC, except in case of Economically Weaker Section Housing by Government/Semi-Government/Public/Local Authorities where requirements of WC may be relaxed and institutional toilets may be provided.

13.8. Lofts, Mezzanines, Basements and Attics:

(a) Lofts may be allowed provided the total area of such lofts shall not be more than 20% of the floor area of the room in which such lofts are provided except in case of bathrooms and water closets where lofts may be permitted over the whole of bathrooms/water closets. The clear height at which loft may be allowed to be constructed shall be 2.20 meters from the floor level of the room in which it is contained.

(b) Mezzanine floor may be permitted in a room or a hall provided that—

(i) it is so constructed that the minimum requirements of ventilation for the room as per these Regulations are maintained;

(ii) such mezzanine is not enclosed but is kept open with only a parapet or railing of not more than 1.00 meters in height on the sides overlooking the main room;

(iii) such mezzanine floor is not divided into smaller compartments unless adequate light and ventilation is provided as prescribed in case of habitable rooms;

(iv) such mezzanine floor or any part of it shall not be used as a kitchen;

(v) The mezzanine floor should not have an area more than 1/3 of the entire floor area;

(c) Attic floor may be allowed provided that—

(i) the total area of such floor does not exceed half of the area of the room in which it is contained and the total floor of the attic floor does not exceed half of the total area of the topmost floor of the building.

(ii) It is used for the purpose of storage only and in case it is permitted for habitable purpose, then the minimum ceiling height allowed will be 2.50 meters;

(iii) The clear width of stair leading to the attic floor shall not be less than 0.90 mtrs. and

(iv) Adequate light and ventilation shall be provided for the attic floor.

(d) Basement - The general requirements for basement shall be as per Annexure - VI - 27.VI.

13.9. Height of plinth:

A minimum height of plinth shall be 45 cms. from the top surface of the means of access or pathway near the entrance of the building in case of residential buildings. In case of other buildings this may be relaxed by the Competent Authority, provided that the ground floor of a building may be permitted on pillars or stilts instead of a solid plinth.

The sanitary block, pump room, air conditioning plant room etc. may be allowed with minimum plinth of 45 cms. and that a motor garage for parking vehicles only without any plinth.

13.10. Staircase, corridors and passages:**(a) Staircase -**

Every staircase flight shall have a minimum width of 90 cms. clear of handrail, parties, etc., for residential units.

No step shall have a riser of more than 20 cms. and a thread of less than 25 cms.

The minimum depth of landing shall be the same as the width of the staircase flight.

A clear space of 2.2 meters should be made available as headroom within the staircase.

In case of subsidiary service or spiral staircase, clear width shall not be less than 70 cms;

The minimum width of the staircase flight clear of handrails etc. shall be governed by the following tables in relation to areas served by such staircase.

No electrical shafts/AC ducts or gas pipe etc. shall pass through the staircase. Lift shall not open in staircase landing.

Beams/columns and other building features shall not reduce the head room/width of the staircase.

(i) Residential units/buildings

TABLE - XVI

Clear width of staircase flight	No. of dwellings served by the staircase
90 cms.	Up to 4 dwellings
100 cms.	Up to 8 dwellings
115 cms.	Up to 12 dwellings
130 cms.	Up to 16 dwellings
150 cms.	Above 16 dwellings

The minimum clear width of stair flight shall be 90 cms. up to the 1st floor and 100 cms. above that.

(ii) Commercial buildings

TABLE - XVII

Clear width of staircase flight	Floor area served by the staircase
100 cms.	Up to 300 sq. mtrs.
110 cms.	Up to 600 sq. mtrs.
125 cms.	Up to 900 sq. mtrs.
140 cms.	Up to 1200 sq. mtrs.
160 cms.	Above 1200 sq. mtrs.

The minimum clear width of stair flight shall be 100 cms.

(iii) Industrial/Hazardous building - The regulations applicable to Industries or Hazardous buildings shall be as specified in the National Building Code.

(iv) Public utility buildings and institutional buildings

TABLE - XVIII

Clear width of staircase flight	No. of persons by the staircase
150 cms.	Up to 600 persons
180 cms.	Up to 1000 persons
200 cms.	Above 1000 persons

The minimum clear width of stair flight shall be 150 cms.

(b) Other requirements :

(i) No room other than those ground floor level shall be more than 22.50 meters away from a staircase

(ii) No flight shall consist of more than 14 risers without landing;

(iii) No floor shall be allowed above the height of 11.80 meters without the provision of lift to serve such a floor;

(iv) Every building with 5 storeys or more in height shall be provided, as a fire escape, an independent external staircase directly accessible from every dwelling unit in case of residential buildings and every habitable room in case of other buildings. The construction of fire-escape staircase shall be as prescribed in the National Building Code of India and of approved fire resistant materials.

(v) The light and ventilation for the staircase shall be provided from an external air, by providing openings of not less than 1/10th of the area of the staircase and such openings shall be provided at each landing stage.

No corridor or passage shall be less than 90 cms. clear width in any residential building less than 120 cms. clear width in a commercial building and less than 150 cms. clear width in public utility or institutional building;

(c) Corridor or Passage:

No corridor or passage shall have a clear width of less than 0.90 mts. in case of residential buildings, 1.20 mts. in case of commercial buildings and 1.50 mts. in case of public utility and institutional buildings.

13.11. Lifts:

(a) If the height of the building exceeds 15 mts. at least one lift shall be provided in the building.

(b) If the height of the building exceeds 24 mts. at least two lifts shall be provided in the building.

(c) The other general requirements for Lift shall be as per Appendix D of National Building Code, as amended in 1997.

14. BUILDING SERVICES.**14.1. Water Supply and Sanitary Installation:****14.1.2. Water Supply:**

(a) All premises intended for human habitation, occupancy or use group shall be provided with the supply of pure and wholesome water, neither connected with polluted or unsafe water supply nor subject to the hazards of back flow or back siphonage;

(b) No connection from any source of public water supply to any water supply installation in any new construction/re-construction/alteration as specified in these rules shall be sanctioned by the P.W.D. (Water supply) Division without prior sanction of construction licence/occupancy certificate by the Competent Authority.

(c) Application for the supply of water supply connection may however, be entertained without insisting on production of a No Objection Certificate from Competent Authority as prescribed at (b) above, provided that the applicant fulfils all the formalities as required by the PWD - Water Supply Division and tenders an undertaking to the effect that connection so granted shall in no way give any legitimacy to any such construction or structure, which if unauthorized or illegal shall continue to be so even after such connection is released.

(d) The design of the pipe system shall be such that there is no possibility of back-flow

towards the source of supply from any cistern or appliance whether by siphonage or otherwise and reflux or non-return valves shall not be relied upon to prevent such back flow.

(e) Where a supply of wholesome water is required as an alternative or standby to a supply of less satisfactory water or is required to be mixed with the latter, it shall be delivered only into a cistern and by pipe or fitting discharging into an air gap at a height above the top edge of the cistern equal to twice its nominal bore and in no case less than 15 centimeters. In all appliances or taps used in water closets a definite air cap shall be maintained.

(f) The bottom of the water service-pipe at all points, shall be at least 30 centimeters above the top of the sewer-line at its highest point, if laid closer than 30 meters horizontally from the building sewer.

(g) No pipe, carrying wholesome water, shall be laid or fixed so as to pass into or through any pipe or fitting, secure outlet or drain or any manhole, connected therewith nor through any ash pit, manure pit, fouled, soiled or porous material or any material of such nature that is likely to cause deterioration of the pipe. Provided that where the laying of such pipe is unavoidable, the piping shall be properly, protected from contact with such soil, material or surrounding matter by being carried through an exterior cast-iron tube or by some other suitable protective covering as approved by Panchayat or P. W. D. (Water Supply) Division. Provided further that any existing piping or fitting laid or fixed which does not comply with the above requirements, shall be removed immediately by the owner and re-laid by him in conformity with the above requirements and to the satisfaction of the P. W. D. (Water Supply) Division.

(h) All pipes including all bends, junctions, tees and elbows and all fittings used in connection with, or forming part of the sanitary installations of a building shall be made of such material and be of such weight and pattern be fixed, joined, and painted in such a manner as per specifications laid down by P. W. D.

(i) The planning design and installation of water supply system shall conform to Part IX - Plumbing Services, Section I - Water Supply of

National Building Code of India, 1970 unless otherwise specified in these rules.

(j) The per capita requirement of water supply for various occupancies shall be determined as specified in TABLE - XIX below. The overhead tanks shall have adequate capacity of storage for flushing as well as domestic storage.

TABLE - XIX

Group	Type of occupancy	Per Capita requirements - Consumption per head per day in liters
Group A1	Residential	135
Group A2	Special Residential	180
Group B	Educational	
	a) Day schools	45
	b) Boarding schools	135
Group C	Institutional/Medical	
	a) No. of beds not exceeding 100	340
	b) No. of beds exceeding 100	450
	c) Medical quarters and hostels	135
Group D	a) Assembly (per seat of accommodation) other than restaurants	15
	b) Assembly (per seat of accommodation for restaurants	70
Group E	Government or Semi-Public	45
Group F	Mercantile business (Commercial)	
	(a) Restaurants (per seat)	70
	(b) Hotels with lodging accommodation (per bed)	180
	(c) Other business buildings	45
Group G	Industrial	45
Group H	Storage (including Warehousing)	30
Group I	Hazardous	30

(k) A tank or cistern for storage of water shall be water tight properly covered over and shall be constructed of reinforced concrete; G.I. steel, stone masonry or brick work in cement mortar and shall be rendered inside with cement mortar.

(l) In the case of underground storage tanks, the design of the tank shall be such as to provide for the drainage of the tank when necessary and water shall not be allowed to collect round about the tank.

(m) The tank shall be provided with, an overflow pipe, tap or other apparatus, the invert of which shall not be less than 5 centimeters higher than the bottom of the tank.

(n) The tank shall be provided with a draw off which shall—

(i) be so located and fitted as to prevent entry of animals and insects;

(ii) not be connected to a drain or sewer;

(iii) have an open end to permit the overflow pipe to serve as a warning pipe.

(o) All water mains, communication pipes, service and distribution pipes used for water for domestic purposes shall be thoroughly and efficiently disinfected before being taken into use and also after every major repair.

(p) Overhead water tanks and sumps should be provided with mosquito proof lids and their vents shall be covered with mosquito proof nylon mesh.

(q) The extent of water to be stored for the fire fighting purpose in the case of multi-storeyed buildings shall be in accordance with Part IV, Fire Protection of National Building Code of India.

14.1.3. Wells :

(a) Wells intended to supply water for human consumption or for domestic purpose shall be—

(i) Not less than 15 meters away from any ash pit, refuse pit, soak pit, earth closet or privy and shall be located on a site upward from the earth closet or privy;

(ii) so situated that contamination by the movement of sub-soil of other water is unlikely;

(iii) of a minimum internal diameter of not less than 1.00 meter;

(iv) of permanent and sound quality construction throughout.

(b) Wells without internal lining shall be permitted only in fields and gardens for purpose of irrigation.

(c) The parapet wall on the head of all wells shall be raised to height not less than 1 meter above

the level of the adjoining ground to form a parapet or kerb with a minimum thickness of 20.00 centimeters and shall be surrounded with a paving constructed of impervious material which shall extend for a distance of not less than 1.00 meter in every direction from the parapet framing the well head and the surface of such a paving shall be sloped outward from the well.

(d) The interior surface of the well or lining of the well shall be rendered impervious to a depth of 3.00 meters measured from the level of the ground immediately adjoining the well head.

(e) A well from which water is drawn by means of a bucket or other similar means shall be provided with a stand for the bucket raised not less than 15.00 centimeters above the level of the paving.

14.1.4. Drainage and Sanitation :

(a) No person shall install or carry out any water-borne sanitary installation or drainage installation or any work in connection with any existing or new building or any other premises without obtaining the previous sanction of the Competent Authority.

(b) Every sanitary/drainage installation from any existing building shall be connected to a public sewer wherever available.

(c) No connection to any public sewer line from any new construction/reconstruction/alteration as specified in these rules shall be sanctioned by the PWD - Sewerage Division prior to the sanction of building permit/Occupancy Certificate by the Competent Authority.

(d) Wherever public sewer is not available, the sanitary/drainage installation shall be connected to septic tank/soak pit of adequate size, to be located within the plot in such manner that it is away from any existing well or water body.

(e) The drainage from the water closets shall be connected to the Septic tank through a system of pipes and inspection chambers, laid to a slope sufficient enough to ensure smooth flow.

(f) The drainage of waste water from the bathrooms, kitchen and any other source shall be connected to the soak pit through a system of pipes and inspection chambers, laid to a slope sufficient enough to ensure smooth flow.

(g) The size of Septic tank and soak pit should be proportionate to the number of users. Following design criteria are recommended by the Directorate of Health Services for the Septic Tank:-

(i) Capacity - A capacity of 20 to 30 gallons (2.5 cft to 5 cft) per person is recommended for household septic tanks. The minimum capacity should be 500 gallons. Septic tanks are not recommended for large communities.

(ii) Length/Breadth - The length shall usually be twice the breadth.

(iii) Depth - It should vary from 1.50 mts. to 2.00 mts.

(iv) Liquid depth - The recommended liquid depth is only 1.20 mts.

(v) Air space - There should be a minimum air space of 30 cm between the level of liquid in the tank and the under surface of the cover.

(vi) There should be an inlet and outlet pipe which would be submerged.

(vii) Cover - The septic tank shall be covered by a concrete slab of suitable thickness and provided with a manhole.

(h) The planning, design and installation of all drainage and sanitary installation shall conform to Part IX, Plumbing Services, Section 2, Drainage and sanitation, of National Building Code of India, 1970, as amended, unless otherwise specified in these rules.

(i) Every room to be used as Kitchen shall have facility for the washing of kitchen utensils, the exit pipe of which shall lead directly to, or through a sink, to a grated and trapped connection to the waste disposal pipe - Provided that this facility may not be installed, if separately provided in a pantry.

(j) Sinks: Sink shall be so located that at least one of its sides shall be against an external wall or in a window recess or in a position to ensure suitable plumbing. Sinks shall be constructed of glazed stoneware, enamelled, stainless steel, fire clay or other equally suitable material. Sinks shall be of such shape as will facilitate their maintenance in a state of cleanliness. No woodwork shall be used for covering any such sink. The bottom of the sink shall slope towards the outlet.

14.2. Electric Supply:

(a) No connection from any source of public electric supply to any electric supply installation in any new construction/re-construction/alteration as specified in these rules shall be sanctioned by the Electricity Department without or prior to the sanction of construction licence/occupancy certificate by the Competent Authority.

(b) Application for the supply of electrical connection may be entertained without insisting on production of a No Objection Certificate from Competent Authority as prescribed at (a) above, provided that the applicant fulfils all the formalities as required by the Electricity Department.

However any connection so granted shall in no way give any legitimacy to any such construction or structure which if unauthorized or illegal shall continue to be so even after such connection is released. The applicant shall tender an undertaking to this effect to the Electricity Department before the supply is released to the applicant.

(c) In buildings where multiple connections are likely to come up, the owner/promoter of the building shall assure a built-up premises of 2x2 sq. meters, nearest to the public road in the ground floor. Buildings having 1000 m² of floor area or above have to compulsorily provide built-up room of size 2 mts. x 3 mts. with fire barriers on the ground floor nearest to the public road to put transformer and distribution board.

(d) Whenever underground system exists, any person or persons intending to construct multi-storeyed building or buildings, having a carpet area of 1000 m² or more, shall require to enter into an agreement with the Government, wherein he will give an undertaking that he or she or they will provide on the ground floor, an outhouse facing the public road, built-up premises of area of 21m² (7 mts. x 3 mts.), for setting up departmental indoor sub-station and control switch gear. The said premises shall be placed at the disposal of the Electricity Department and the Department shall reserve the right to extend supply to any consumer by laying underground/overhead electric lines from the said indoor sub-station.

(e) Any building or structure whether permanent or temporary shall maintain clearances from the electric lines as specified in the TABLE-XX below.

TABLE - XX

Detail of clearance	Distance in meters
Vertical clearance	
a) For high voltage lines up to and including 33000 volts.	3.70
b) For extra high voltage lines	3.70 plus 0.30 for every additional 33000 volts or part thereof.
Horizontal clearance	
a) for high voltage lines up to and including 11,000 volts	1.20
b) for high voltage lines above 11,000 volts and up to and including 33,000	2.00
c) for extra high voltage	2.00 plus 0.30 for every 33000 volts or part thereof

14.3. Other Services:**14.3.1. Solar water heating systems in buildings:**

The Ministry of Non - Conventional Energy Sources is encouraging use of solar water heating systems in the buildings. This should be considered in designing the buildings keeping in view the saving in normal electric source for heating of water. Schemes covering Government subsidy for such installation should also be considered.

(a) No new building in the following categories in which there is a system of installation for supplying hot water, shall be built, unless the system or the installation is also having an auxiliary solar assisted water heating system:—

(i) Hospitals and Nursing homes with ten or more beds.

(ii) Hotels, lodges and guest houses with twenty or more beds with twenty or more beds.

(iii) Hostels/Dormitories/arracks of Schools, Colleges, Training centers and others.

(iv) Group Housing having 50 and more units.

(v) Functional buildings of railway stations and airports like waiting rooms, retiring rooms, rest rooms, Inspection bungalows and catering units.

(vi) Community centre/Hall, Banquet halls, and buildings of public assembly and similar use.

(b) Installation of solar water heating systems

(i) New buildings - All building plans shall indicate on roof top, adequate space for installation of the solar water heating system and water supply to the same as per requirements.

(ii) Existing buildings - Installation of solar assisted water heating systems in the existing buildings shall be mandatory in case the use is proposed to be changed to the above said categories.

14.3.2. Rain Water Harvesting:

All public buildings, private multi-storeyed buildings and institutional buildings shall make necessary provisions for rain water harvesting for re-charging of ground water and for storage of water for reuse. The details of the structures and their design shall be as per the provisions indicated in ANNEXURE-V (27.V). The authorities sanctioning the building plans shall insist for rain water harvesting facilities and shall incorporate a condition in their approvals that provisions of these regulations are complied with when issuing the occupancy/completion certificate.

15. FIRE SAFETY REQUIREMENTS

15.1. General Provisions:

Buildings shall be planned, designed and constructed to ensure adequate fire safety of the buildings, property and inhabitants and this shall be carried out in accordance with Part IV of Fire Protection of National Building Code of India except for clause 6.1.2 of Part IV Fire Protection of National Building Code of India dealing with FAR values and any other provisions of the fire safety made in these Regulations. Fire fighting requirement arrangement and installations required in the building shall also conform to the provisions of Part IV Fire Protection of National Building Code of India.

15.2. Requirement for Fire Dept. Clearance:

15.2.1. For all buildings, above 15.00 meters in height, which are of low occupancy in the following categories, the NOC from Fire Officer,

Directorate of Fire Services shall be obtained by the Owners/Developer before applying for occupancy/completion certificate.

* Institutional, Assembly and Educational buildings of more than two storeys and built up area exceeding 1000 sq. mts.

* Business building, where plot area exceeds 500.00 sq. mts.

* Hotel building.

* Hospital building/Nursing home building.

* Underground complexes.

* Meeting/Banquet hall building.

* Industrial Building for storage of hazardous goods.

15.2.2. Following records and documents shall be required by the Directorate of Fire Services Clearance (NOC):-

(a) An application addressed to the Director, Directorate of Fire and Emergency Services, St. Inez, Panaji, Goa requesting for issue of No Objection Certificate. Applicant's address for correspondence shall be indicated clearly.

(b) Documents to establish the right over the property.

(c) Three sets of blue prints of the Site Plan, Elevations, Section and all floor plans indicating the fire prevention and fire fighting provisions that are proposed to be incorporated in the building shall be submitted in triplicate duly signed by the owner and Architect/Engineer.

(d) On submission of plans, initial No Objection Certificate shall be issued for the site clearance and compliance of Fire protection measures as required under rules.

(e) As per Govt. Notification No. 3/7/85-HD(G), Vol. II dated 07/03/2001, Licence Fee of Rs. 5/- per sq. mtr. of built up area and area Rs. 100/- for issue/yearly renewal of No Objection Certificate shall be levied.

(f) No Objection Certificate is to be renewed yearly from date of issue after conducting inspection of the building.

15.3. Exit Requirements:

Every building meant for human occupancy shall be provided with exits sufficient to permit safe escape of occupant, in case of fire or other emergency.

15.3.1. In every building for multi-family dwelling and all places of assembly, exit shall comply with the minimum requirements of these Regulations, except those not accessible to the general public use.

(a) All exits shall be free of obstructions.

(b) No building shall be altered so as to reduce the numbers and sizes of exits, to less than required.

(c) Exits shall be clearly visible and the routes to reach the exits shall be clearly marked and signed posted to guide the population living in that floor.

(d) Where necessary, adequate and reliable illumination shall be provided for exit.

(e) Fire fighting equipment shall be suitably located and clearly marked.

(f) Alarm devices shall be installed to ensure prompt evacuation of the population concerned.

(g) All exits shall provide continuous means of egress to the exterior of the building or to an exterior.

(h) Exits shall be so arranged that they may be reached without passing through another occupied unit.

(i) Fire Check Doors of Fire Resistance of one hour duration shall be provided at appropriate places along with the Escape route to prevent spread of Fire and Smoke particularly at entrance and stairs.

15.3.2. Arrangement of exits:

Exits shall be so located that the travel distance of the floor shall not exceed the values given in TABLE - XI.

TABLE - XXI

Travel distance for occupants

Sr. No.	Group of Occupancy	Travel distance in mts.
1	Residential	22.5
2	Educational	22.5
3	Institutional	22.5
4	Assembly	30.0
5	Business	45.0
6	Commercial	30.0
7	Industrial	35.0
8	Storage	30.0
9	Hazardous	22.5

15.3.3. Number of Exits:

(a) The location, width and number of exits shall be in accordance with the travel distance, capacity for exits and the population of building based on occupant load.

(b) There shall not be less than 2 exits serving every floor for buildings above 15 mtrs. In height and at least one of them shall be internal enclosed stairways.

15.3.4. Capacity of Exits:

(a) The unit of exit width used to measure capacity of any exit shall be 50 cm. A clear width of 25 cm. shall be counted as an additional half unit. Clear width less than 25 cm. shall not be counted for exit width; and

(b) The occupants per unit exits width shall be as given in TABLE-XII.

TABLE - XXII

Sr. No.	Group of Occupancy	Occupants per unit Exit width	
		Stairways	Doors
1	Residential	25	75
2	Educational	25	75
3	Institutional	25	75
4	Assembly	60	90
5	Business	50	75
6	Commercial	50	75
7	Industrial	50	75
8	Storage	50	75
9	Hazardous	25	40

15.4. Occupant load :

The occupant load of buildings shall be worked out as given in TABLE - XIII.

TABLE - XIII

Sr.No.	Group of Occupancy	Gross area in Sq.mtr/ /person
1	Residential	12.5
2	Educational	4
3	Institutional	15+
4	Assembly	
	a) With fixed or loose seats and dance floors	0.6+
	b) Without seating facilities including dining rooms	1.5++
5	Commercial	3
	a) Street floor and sales basement	
	b) Upper sale floors	6
6	Business and Industrial	10
7	Storage	30
8	Hazardous	10

*The gross area shall mean plinth area or covered area.

*Occupant land in dormitory portions or homes for the aged, orphanages, insane asylums, etc. where sleeping accommodation is provided shall be calculated at not less than 7.3 sq. m. gross area/ /person.

*The gross area shall include, in addition to the main assembly room or space any occupied connecting room or space in the same storey or in the storeys above or below where entrance is common to such room and spaces and they are available for use by the occupants of the assembly place. No deduction shall be made in the gross area for corridors, closets or other sub-divisions. The areas shall include all space serving the particular assembly occupancy.

15.5. Other Exit Requirements :

(a) Doorways -

(i) Every exit doorway shall open into an enclosed stairway, a horizontal exit or a corridor

or passage way providing continuous and protected means of egress.

(ii) No exit doorway shall be less than 75 cm. in width in case of residential buildings, and 100 cm. in case of other buildings. Doorway shall be not less than 200 cm. in height.

(iii) Exit doorways shall open outwards, i.e. away from the room but shall not obstruct the travel along any exit. No door, when open, shall reduce the required width of stairway or landing to less than 90 cm. overhead on sliding doors shall not be installed.

(iv) Exit doors shall not open immediately upon a flight of stairs; a landing equal to at least the width of the door shall be provided in the stairway at each doorway; level of landing shall be same as that of floor, which it serves.

(v) Exit door way shall open from the side which they serve without using the key.

(vi) No exit doorways shall be less than 150 cm in case of hospital, ward block and educational buildings. Doorways shall not be less than 200 cm. in height for residential and 2.20 meters for institutional buildings.

(b) Revolving doors -

(i) Revolving doors shall not be used as required exits except in residential business and commercial occupancies, but shall not constitute more than 1/2 the total required door width.

(ii) When revolving doors are considered as required exit way the following assumptions shall be made:

(1) Each revolving door shall be credited one half a unit exit width.

(2) Revolving doors shall not be located at the foot of a stairway. Any stairway served by a receiving door shall discharge through a lobby or foyer.

(c) Staircase -

(i) Interior stairs shall be constructed of non-combustible materials throughout.

(ii) Interior staircase shall be constructed as a self-contained unit with at least one side

adjacent to an external wall. The staircase shall be completely enclosed in the case of multi storeyed buildings above 7 mts. in height.

(iii) A staircase shall not be arranged round a lift shaft unless the latter is entirely enclosed by a material of fire resistance rating.

(iv) Hence combustible construction shall not be permitted.

(v) The minimum width of an internal staircase shall be 75 cm. in case of residential buildings, 100 cm. in case of commercial (mercantile) buildings, and 125 cm. In case of public and semi public buildings.

(vi) The minimum width of treads without nosing shall be 25 cm. for an internal staircase of a residential building. In case of other buildings the min. tread shall be 30 cm. the tread shall be constructed and maintained in a manner to prevent slipping.

(vii) The maximum height of this area shall be 19 cm. in case of residential buildings and 15 cm. in case of other buildings. They shall be limited to 12 per flight.

(viii) Handrails shall be providing with min. height of 75 cm. in case of residential buildings and 100 cm. in case of other buildings and shall be firmly supported.

(ix) No windings should be provided in a public building except in the case of emergency exits.

(d) Fire escapes or external stairs —

(i) Fire escapes shall not be taken into account in calculating the evacuation time of building.

(ii) All fire escapes shall be directly connected to the ground.

(iii) Entrance to fire escape shall be separate and remote from the internal staircase.

(iv) The route to fire escape shall be free of obstruction at all times, except a doorway leading to the fire escape which shall have the required fire resistance.

(v) Fire escape shall be constructed of non-combustible materials.

(vi) Fire escape stairs shall have straight flight not less than 75 wide width 20 cm. Tread and rises not more than 19 cm. The number of risers shall be limited to 16 per flight.

(vii) Handrails shall be of a height not less than 100 cm.

(e) Spiral stairs (fire escape) —

The use of spiral staircase shall be limited to low occupant load and to a building of height 9 m., unless they are connected to platforms such as balconies and terraces to provide for a pause during escape. A spiral fire escape shall be not less than 150 cm. in diameter and shall be designed to give adequate headroom.

(f) Ramps—

Ramps with a slope of not more than 1:10 may be substituted and shall comply with all the applicable requirements of required stairways as to enclosures, capacity and limiting dimensions. Larger slopes shall be provided for special use but in no case greater than 1 in 8. For all slopes exceeding 1:10 and wherever the use is such as to involve danger of slipping, the ramp shall be surfaced with approved non-slipping materials.

15.6. Fixed Fire Fighting Installations:

These shall be provided in all buildings depending upon the occupancy, use and height and shall be in accordance with the provisions of 7.10.2 to 7.10.9 as mentioned in National Building Code as amended in 1997.

16. FACILITIES FOR DISABLED/DISABLED FRIENDLY PUBLIC BUILDINGS.

All public buildings and public areas (excluding domestic building/domestic areas) are to be designed for ambulant disabled, non-ambulant disabled and handicapped persons. The design and the facilities of such building shall be designed as per the provisions provided in ANNEXURE-IV at 27. IV.

17. CONTROL ON ERECTION OF HOARDINGS

17.1. Every person/persons who desire to erect an advertisement sign/hoarding shall necessarily obtain permission from concerned Municipal Council/Panchayat. Application for such permission shall be subject to these Regulations along with the NOC from the plot owner where such hoarding is to be erected.

17.2. Every hoarding shall be designed so as to withstand the wind, dead, seismic and other loads.

17.3. Sizes of hoardings along various roads shall be governed by the following TABLE-XXIV.

TABLE - XXIV

Road width in meters	Maximum Vertical size of hoarding in meters	Maximum Horizontal size of hoarding
More than 50 mts.	3.00	10.00
From 20 to 50	3.00	7.50
From 10 to 20	2.00	5.00
Less than 10	1.00	2.50

No variation in the vertical size of hoarding shall be permitted. Horizontal size may be varied in multiples of 2.50 mts.

17.4. No hoarding shall be erected beyond the height of 9 mts. above the ground. The lower side or the bottom of the hoarding shall be at a height of not less than 2.25 mts. from the highest point on the surface of ground below. This height shall not be less than 4.50 mts. at road intersections.

17.5. A minimum distance of 5 mts. shall be maintained between the road widening line and the edge of the hoarding.

17.6. No hoarding shall be permitted, within a distance of 100 mts. from the intersection of the roads, this distance being measured from the intersection obtained by joining two points on the adjacent edges of the Right of way of the roads.

17.7. Any hoarding, containing the words "STOP", "LOOK", "DANGER" or other similar words that might mislead or confuse the traveler or which is likely to be confused with an authorized traffic sign or signal shall not be permitted, unless specifically authorized by concerned authorities.

17. 8. Hoarding on roof -

(a) The size of hoarding on roof shall be 1.00 mts. x 2.50 mts. or in exact multiples thereof, subject to maximum of 3.00 mts. x 10.00 mts.

(b) No hoarding on roof shall project beyond the existing building line of the building on which it is erected.

17.9. The applicant shall be required to obtain other permissions that may be required from relevant authorities, as may be applicable.

18. LANDSCAPING OF OPEN SPACES/TREE PLANTATION ALONG ROADS AND IN DEVELOPED PLOTS

18.1. The development in any plot of land shall be such as to preserve, as far as practicable, existing trees. Where trees are required to be felled, two trees shall be planted for every tree felled.

18.2. Every plot of land shall have at least one tree for every 100m² or part thereof, of the plot area. Where the number of existing trees in the plot is less than the above prescribed standards, additional trees shall be planted.

18.3. For plots taken up for development exceeding 4000 m² in area, the sub-division regulations provide for reservation of 15% area of the plot as open space. The landscaping of this open space along with avenue plantation along all the sub-division roads will be taken up by the developer and hand over to the local authority the open space and the roads for maintenance.

18.4. For plots taken up for development below 4000 m² in area sub-division regulations do not provide reservation of any open space. However avenue plantation along the sub-division roads will be taken up by the developer and hand over to the local authority the open space and the roads for maintenance.

18.5. For individual plots in a sub-division or otherwise when taken for development, a minimum of 15% of the plot area is reserved for landscaping with plantation of trees/palms/shrubs/ground covers/lawn/creepers/climbers etc. after meeting the requirements of building coverage, parking areas, area for vehicular circulation/pedestrian access, services like septic tank with soak pit water sump, garbage bins/compost

pits transformer on poles rain water harvesting tanks/trenches/reservoirs etc.

19. DISASTER MANAGEMENT

The Ministry of Urban Development and Poverty Alleviation has decided that those States which are prone to occurrence of earthquakes and cyclones and specially fall under Seismic Zones III, IV and V, should make suitable amendments/modifications/additions for improving safety aspects of buildings.

Goa is considered to fall in Seismic Zone II and III.

Accordingly, buildings to be constructed in future should incorporate the provisions of Indian Standards and Guidelines for quake resistant technologies.

20. REGISTRATION OF ARCHITECT /ENGINEER/ /TOWN PLANNER

20.1. Every Architect/Engineer/Town Planner to be able to sign plans and documents related to the development permission/building permission shall be required to be registered with the Registering Authority under the provisions of these Regulations.

20.2. All Architects/Engineers/Town Planners presently authorized to sign shall also be required to register again with the Registering Authority for the purpose of these Regulations.

20.3. The qualifications for registration for Architect/Engineer/Town Planner shall be as given in the respective definition.

20.4. The Town and Country Planning Department shall be the Registering Authority and shall register Architect/Engineer/Town Planner for the purpose of these Regulations. The application for registration shall be as per APPENDIX-A7. Registration shall be valid for the period of five years and shall be renewable after every five years.

20.5. A registration shall be liable to be revoked temporarily or permanently if the registered person is found guilty of negligence or default in discharge of his responsibilities and duties or of any breach of any of these Regulations:

Provided that he shall be given a Show Cause Notice and afforded reasonable opportunity of being heard by the Registering Authority for the purpose of these Regulations.

20.6. Every Architect/Engineer/Town Planner seeking registration, shall submit the application to the Chief Town Planner, TCPD, Government of Goa, who, after scrutiny and on payment of prescribed fees shall register and allot a registration number.

A Registration Certificate shall also be issued to the applicant as per APPENDIX-A8.

20.7. The registration granted may be renewed on making an application as per prescribed format in APPENDIX-A7 to the Chief Town Planner and paying the prescribed fees.

20.8. The fees to be charged for registration as well as renewal, shall be fixed by the Government.

21. MISCELLANEOUS PROVISIONS. 21.1

21.1 Continuance of Non-Conforming Use:

In order to allow the continuance of non-conforming use, following regulations under Section 42 of the Goa, Daman and Diu Town Country Planning Act shall apply:-

(a) Every person seeking to continue the non-conforming land use shall make an application to PDA/TCPD in the form prescribed under these regulations as per APPENDIX-A1-PDA/TCP.

(b) The PDA/TCPD may, on receipt of such an application, and subject to the provisions of the Act, permit the continuance of the non-conforming use for such time and such extent, provided that such continuance will not cause any inconvenience or nuisance to the surrounding area.

(c) The PDA shall charge a fee at the annual rate to per sq. mt. as may be prescribed from time to time for continuation of non-confirming uses.

21.2. Validity of Regulations/Approvals/ /Renewals:

In cases, where development permissions for sub-division of land or construction of buildings

have already been approved by a Competent Authority and development has been completed or part completed in pursuance of such approval, final approval or Completion Order or Occupancy Certificate shall be granted based on the regulations on which the approval was granted, even though a subsequent change is brought about because of new regulations, up to a period of six years.

22. RELAXATIONS AND SAVING PROVISIONS

22.1. Relaxation for Housing Development for Economically Weaker Section:

In case of development for Economically Weaker section, for sub-division as well as building construction, by the Local Authorities, Government State or Central Departments, Housing Board, Planning and Development Authorities or any Private Developer, the Competent Authority may, for reasons to be recorded in writing, relax the regulations to the extent that the minimum size of the plot may be relaxed to 60M2 and maximum coverage may be relaxed up to 60%.

22.2. Relaxation for additions/alterations to existing non-high rise buildings:

In case of applications for additions/alterations to non high rise buildings only, if on considering the merits of the case, it becomes evident that the applicant may face hardships in complying with the Regulations, as the applicant has already completed/part completed the development prior to the coming into force of these Regulations, the Competent Authority may, for reasons to be recorded in writing, relax or waive any of the above Regulations except those regarding F.A.R. and projections within setback lines.

22.3. Relaxation in case of existing coverage 60% and above:

Relaxation as regards coverage in case the plot is already built upon or having an existing structure before coming into force of these regulations, and the area covered by such existing building/buildings having 60% or above coverage, the coverage of the proposed building (or the composite coverage of the proposed and existing building) may be relaxed up to 10% over and above the coverage permitted.

22.4. Relaxation in case of Industrial and Public Utility Buildings:

In case of Industrial buildings or Public utility buildings where there are specific requirements due to processing or operational needs or for installation of plant and machinery, the Competent Authority may, for reasons to be recorded in writing, relax or waive the regulations regarding maximum height and minimum set back.

22.5. Compounding of deviations:

Any minor deviations which have occurred due to site conditions may be regularized by the authority competent to issue approval/NOC; provided the said deviations does not affect the FAR/Coverage and height of the building beyond 5% of the permissible limits. With regards to setbacks only 50% of the cost/value of such an excess area is charged and compounded by the Competent Authority.

23. DEVELOPMENT UNDERTAKEN ON BEHALF OF THE GOVERNMENT

Any Government Department shall inform the Competent Authority in writing of the intention to carry out any development and submit all documents and plans as required under Regulation 3.2.

24. DEVELOPMENT UNDERTAKEN IN GIDC ESTATES

As per Notification No. 15/14/92-IND published in Extraordinary Official Gazette date 22-02-2001, provisions of any law related to local authorities providing for control and erection of buildings has ceased to apply to Industrial Estates.

Permission for development in notified IDC estates shall be obtained from respective IDC authorities and shall be governed by the regulations framed by IDC as amended from time to time.

25. (A) Transfer Development Rights(TDR):

In certain circumstances, the development potential of a plot of land may be separated from the land itself and may be made available to the owner of the land in the form of Transferable Development Rights (TDR).

These rights may be made available by the Government and be subject to the Regulations made at the appropriate time.

The said TDR regulations will be restricted to the following circumstances and purposes:—

(a) In case of private property which is reserved for recreational purposes under zone R in any Plan in force and is transferred to Government/Local Authority/PDA without any monetary compensation, the FAR applicable to the neighbouring zone shall be allowed to be sold for the development of properties of other developable zones in the specially designated areas.

(b) In case of private property which is affected by the road widening as per any Plan in force and the affected area is transferred to Government/Local Authority/PDA without any monetary compensation, then the FAR of the said affected area shall be allowed to be sold for the development of properties of other developable zones in the specially designated areas as under:—

(i) in case the FAR of the said affected area cannot be used fully utilized within the plot, then the unutilized FAR shall be allowed to be sold for the development of properties of other developable zones in the specially designated areas.

(ii) in case the FAR of the said affected area is elected not to be used, within the plot, then the said FAR shall be allowed to be sold for the development of properties of other developable zones in the specially designated areas, provided an undertaking is given towards the permanent surrender of the use of such FAR within the plot.

(c) In case of Conservation/Preservation zones where full development rights cannot be utilised due to the restrictions as per Plan in force, then the unconsumed FAR shall be allowed to be sold for the development of properties of other developable zones in the specially designated areas.

(B) Land Pooling, Accommodation, Reservation and Readjustment/Resettlement Scheme:

Due to deficiency in urban amenities, utilities, services and facilities as well as paucity

of land and increasing rates of land that needs to be acquired it is necessary to introduce concepts of innovative land assembly technique wherein the participation of the land owner is sought for the purpose of implementation of the planning proposals.

Similarly there is a need felt for relocation of certain undesirable activities which find themselves located within the main city limits due to the growth of cities.

In order to streamline the planning process and decongest the traffic, such uses can be located along the periphery of the city.

Activities like warehouses, go-downs, petrol pumps, service workshops, repair garages and scrap yards could be covered.

Accommodation Reservation allows the land owners to develop the sites reserved for an amenity in a plan using full Floor Area Ratio on the plot subject to agreeing to entrust and hand over such amenity to the local body free of all encumbrances and accept the full Floor Area Ratio as compensation in lieu thereof.

Land Pooling and Readjustment Scheme, allows pooling of land, by different owners, formulation and approval of a planned layout showing the original as well as the final plots, with participation of the owners and redistribution and paying compensation for the land used for public purposes and transferred to the local body.

26. FORMS / SCHEDULES

Appendix	Title
A1-PDA	Application for development Permission u/s 44 to PDA
A1-TCP	Application for Technical clearance to TCP
A2	Application for Building Licence to Municipal Council
A3	Application for Building Licence to Village Panchayat
A4	Application for recommendation for Conversion sanad to PDA or TCP
A5	Application for Completion Order to PDA or TCP
A6	Application for Occupancy Certificate to Municipal Council or Village Panchayat

A7	Application for Registration/Renewal of Registration	Survey No....., / Sub-divided plot No..... of City/Village
A8	Form of Registration Certificate	on road, in ward.
B1	Questionnaire	
B2	Certificate of Conformity with regulations by Architect/Engineer/ /Town Planner	Particulars of proposed development:-
B3	Structural Liability Certificate by Engineer	I/We forward herewith the following:- *Strike out which is not applicable
B4	Affidavit by the Owner	1. Drawings:
B5	Structural Stability Certificate by Engineer	(a) Site Plan 5 copies ()
B6	Completion Certificate by Architect/ /Engineer/Town Planner	(b) Detailed Plans, Elevations and Sections 5 sets ()
C1	Development Permission from PDA	(c) Location Plan 5 copies ()
C2	Technical clearance order from TCP	(d) *Parking Layout Plan 5 copies ()
C3	Municipal Building Licence	(e) *Contour Plans in case of sloping sites 3 copies ()
C4	Village Panchayat Licence	2. Documents duly authenticated/signed as prescribed:
C5	Completion Order by PDA	(a) Questionnaire 3 copies ()
C6	Completion Order by TCP	(b) *Survey Plan 1 copy ()
C7	Occupancy Certificate by Municipal Council	(c) Copy of Index of Land (Form-III/I & XIV/Form-B/D) 1 copy ()
C8	Occupancy Certificate by Village Panchayat	(d) Document showing ownership of land 1 copy ()
C9	Refusal of Development Permission by PDA	(e) Certificate from the Architect/Engineer who has planned the project and has signed the drawings 1 copy ()
C10	Refusal of Technical Clearance by TCP	(f) Structural Liability Certificate from the Engineer responsible for the Structural Design of the Project 1 copy ()
C11	Refusal of Building Licence by Municipal Council/Village Panchayat	(g) Affidavit from the Owner 1 copy ()
D1	Intimation to Municipal Council/Village Panchayat—Stages of Construction.	(h) *Power of Attorney (if applicable) 1 copy ()
		(i) Conversion Sanad/Application for recommendation for conversion 1 copy ()
		(j) *NOC from other agencies, if applicable:- (i) (ii) (iii) 1 copy ()

— — — —

Appendix - A1/PDA

Application for Development Permission under Section 44 of The Goa Town and Country Planning Act, 1974.

Date:

From:-
(Full name and address of the Owner/Owners of Land)

To,
The Member Secretary,
.....Planning and Development Authority,
....., Goa.

Sir,

I/We intend to carry out the under mentioned development in the site or plot of land bearing Chalta No. of P.T. Sheet No.

I/We request that the proposed development may be approved and that development permission may be accorded.

Yours faithfully,

Name & Signature of owner	Signature of the Architect/Engineer/Town Planner (Seal with Name, Address, Reg. No.)
---------------------------	---

Appendix - A1/TCP

Application for Technical Clearance

.....

Date:

From:-

Name and address of Owner

To,

The Deputy/Town Planner,

Town & Country Planning Department,

....., Goa.

Sir,

I/We intend to carry out the under mentioned develop-
ment in the site or plot of land bearing Chalta No.
..... of P.T. Sheet No. /
Survey No. / Sub-divided plot
No. of City/Village
on.....
road, in ward.

Particulars of proposed development:-

.....

I/We forward herewith the following: -

* Strike out which is not applicable.

1. Drawings:

- | | | |
|--|----------|-----|
| (a) Site Plan | 5 copies | () |
| (b) Detailed Plans, Elevations
and Sections | 5 sets | () |
| (c) Location Plan | 5 copies | () |
| (d) *Parking Layout Plan | 5 copies | () |
| (e) *Contour Plans in case of
sloping sites | 3 copies | () |

2. Documents duly authenticated/signed as prescribed:

- | | | |
|--|----------|-----|
| (a) Questionnaire | 3 copies | () |
| (b) *Survey Plan | 1 copy | () |
| (c) Copy of Index of Land
(Form-III/I & XIV/Form-B/D) | 1 copy | () |
| (d) Document showing
ownership of land | 1 copy | () |
| (e) Certificate from the Archi- | | |

tect/Engineer who has
planned the project and has
signed the drawings. 1 copy ()

(f) Structural Liability Certifi-
cate from the Engineer
responsible for the Structural
Design of the Project. 1 copy ()

(g) Affidavit from the Owner 1 copy ()

(h) *Power of Attorney
(if applicable) 1 copy ()

(i) Conversion Sanad/Application
for recommendation for
conversion. 1 copy ()

(j) *NOC from other agencies,
if applicable:-
(i)
(ii)
(iii) 1 copy ()

I/We request that the proposed development may be
approved and that development permission may be ac-
corded.

Yours faithfully,

Name & Signature
of Owner

Signature of the Architect/
/Engineer/Town Planner
(Seal with Name, Address, Reg. No.)

Appendix - A2

Application to Municipal Council for Building Licence.

.....

Date:

From:-

Name and address of Owner

To,

The Chief Officer,

..... Municipal Council,

....., Goa.

Sir,

I/We hereby give notice that I/We intend to
erect/re-erect/add to/alter/execute the following
works in the site or plot of land bearing Chalta
No. of P.T. Sheet No. / Survey No. /
Sub-divided Plot No.
of City/Village on
..... road, in ward.

Description of construction:-

I/We forward herewith the following:-

* Strike out which is not applicable.

**1. Drawings duly approved/technically cleared by PDA/
TCPD:**

- | | | |
|--|----------|-----|
| (a) Site Plan | 3 copies | () |
| (b) Detailed Plans, Elevations
and Sections | 3 sets | () |
| (c) Location Plan | 3 copies | () |
| (d) *Parking Layout Plan | 3 copies | () |
| (e) *Contour Plans in case of
sloping sites | 1 copy | () |

Appendix - A3

Application to Village Panchayat for Building Licence.

.....
Date:
From:-
Name and address of Owner
To,
The Sarpanch,
Village Panchayat of,
....., Goa.

2. Documents duly authenticated/signed as prescribed:

- | | | |
|---|----------|-----|
| (a) Questionnaire duly authen-
ticated by PDA/TCPD | 2 copies | () |
| (b) *Survey Plan | 1 copy | () |
| (c) Copy of Index of Land
(Form-III/I & XIV/Form-B/D) | 1 copy | () |
| (d) Document showing
ownership of land | 1 copy | () |
| (e) Certificate from the
Architect/Engineer who has
planned the project and
has signed the drawings. | 1 copy | () |
| (f) Structural Liability Certificate
from the Engineer responsible
for the Structural Design of
the Project. | 1 copy | () |
| (g) Affidavit from the Owner | 1 copy | () |
| (h) *Power of Attorney
(if applicable) | 1 copy | () |
| (i) Conversion Sanad/Application
for recommendation for
conversion. | 1 copy | () |
| (j) *NOC from other agencies,
if applicable:- | 1 copy | () |
| (i) | | |
| (ii) | | |
| (iii) | | |

I/We hereby declare that I/We am/are the
owner/owners/authorized agent of the property to be built
upon.

Yours faithfully,

Name & Signature
of Owner

Signature of the Architect/
/Engineer/Town Planner
(Seal with Name, Address, Reg. No.)

Sir,

I/We hereby give notice that I/We intend to erect/re-
erect/add to/alter/execute the following works in the site or
plot of land bearing Survey No...../ Sub-divided Plot
No..... of
Village on road, in ward.

Description of construction: -

I/We forward herewith the following: -

* Strike out which is not applicable.

**1. Drawings duly approved/technically cleared by PDA/
TCPD:**

- | | | |
|--|----------|-----|
| (a) Site Plan | 3 copies | () |
| (b) Detailed Plans, Elevations
and Sections | 3 sets | () |
| (c) Location Plan | 3 copies | () |
| (d) *Parking Layout Plan | 3 copies | () |
| (e) *Contour Plans in case of
sloping sites | 1 copy | () |

2. Documents duly authenticated/signed as prescribed:

- | | | |
|---|----------|-----|
| (a) Questionnaire duly authen-
ticated by PDA/TCPD | 2 copies | () |
| (b) *Survey Plan | 1 copy | () |
| (c) Copy of Index of Land
(Form-III/I & XIV/Form-B/D) | 1 copy | () |
| (d) Document showing
ownership of land | 1 copy | () |
| (e) Certificate from the
Architect/Engineer who has
planned the project and
has signed the drawings. | 1 copy | () |
| (f) Structural Liability Certificate
from the Engineer responsible
for the Structural Design of
the Project. | 1 copy | () |
| (g) Affidavit from the Owner | 1 copy | () |

- | | | | | | |
|---|--------|-----|--|--------|-----|
| (h) *Power of Attorney
(if applicable) | 1 copy | () | (b) Location Plan. | 1 copy | () |
| (i) Conversion Sanad/Application
for recommendation for
conversion. | 1 copy | () | (c) Copy of Index of Land
(Form-III/I & XIV/Form-B/D) | 1 copy | () |
| (j) *NOC from other agencies,
if applicable:- | 1 copy | () | (d) Document showing
ownership of land | 1 copy | () |
| (i) | | | (e) Power of Attorney
(if applicable) | 1 copy | () |
| (ii) | | | | | |
| (iii) | | | | | |

I/We hereby declare that I/We am/are the owner/owners/
authorized agent of the property to be built upon.

Yours faithfully,

Name & Signature
of Owner

Signature of the Architect/
/Engineer/Town Planner
(Seal with Name, Address, Reg. No.)

Appendix - A4

Application for recommendation for conversion sanad.

.....

Date:

From:-
Name and address of Owner

To,
The Member Secretary,
..... Planning and Development Authority,
....., Goa.

OR

To,
..... Town Planner,
..... Taluka Office, Town and Country Planning Dept.,
....., Goa.

Sir,

I/We intend to carry out the under mentioned develop-
ment in the site or plot of land bearing Chalta No..... of
P.T. Sheet No. / Survey No..... / Sub-
divided plot No.....
ofCity/Village on road, in
.....ward.

Particulars of proposed development:-

I/We forward herewith the following:-

- (a) Survey Plan indicating the
area to be converted. 5 copies ()

I/We request to issue "Recommendation for Conversion"
to enable me/us to apply for Conversion Sanad from
appropriate Revenue Authorities.

Name & Signature of owner

Appendix - A5

Application for Completion Order

.....

Date:

From:-
(Name and address of owner)

To,
Member Secretary,
..... Planning and Development Authority,
....., Goa.

OR

To,
..... Town Planner,
..... Taluka Office, Town & Country Planning Dept.,
....., Goa.

Sir,

I/We hereby give notice that I/We have completed the
development work situated at in Ward No.
..... in pursuance of the Development Permission/
Technical Clearance granted vide letter
No. dated

I/We am/are enclosing the following:-

(a) Completion Certificate issued by
Architect/Engineer.

(b) Revised plans incorporating deviations made
during the execution (if applicable).

(c) Structural Stability Certificate along with a full set of “as built” structural drawings for records.

Kindly issue the Completion Order to enable me/us to obtain Occupancy Certificate.

Yours faithfully,

Signature, name and address of owner or his authorized agent.

Appendix - A6

Application to Municipal Council/Village Panchayat for Occupancy Certificate.

Date:

From:-
Name and address of Owner

To, To,
The Chief Officer, OR The Sarpanch,
..... Municipal Council, Village Panchayat of,
....., Goa. ,
Goa.

Sir,

I/We hereby give notice that, I/We have completed the construction work situated at in ward No. in pursuance of the sanction granted by the Municipal Council/Village Panchayat vide Licence No. dated

I/We am/are enclosing the following:-

- (a) Completion Order issued by PDA/TCPD.
- (b) Completion Certificate issued by Architect/Engineer.
- (c) Revised plans incorporating deviations made during the execution (if applicable).
- (d) Structural Stability Certificate along with a full set of “as built” structural drawings for records.

Kindly issue Occupancy Certificate at the earliest.

Yours faithfully,

Signature, name and address of owner or his authorized agent.

Appendix - A7

**Application for Registration/Renewal of
*Architect/Engineer/Town Planner.**

Date:

From:-
Name and address of the applicant

To,
The Chief Town Planner,
Town and Country Planning Department,
Panaji, Goa.

Sir,

I,, desiring to be registered as required under the Goa Land Development and Building Construction Regulations, 2008, hereby submit my application for the same:-

Name:-

Qualifications:-

Office Address:- Office Tel:-

Residence address:- Residence Tel:-

I am enclosing the following documents in support of my qualifications:-

- a)
- b)
- c)

OR

I am already registered under the Goa Land Development and Building Construction Regulations, 2008, under Registration No. dated, validity of which is expiring on

Kindly issue Registration Certificate at the earliest// Renewal Order of my Registration Certificate, to enable me to sign plans and documents as required under the Goa Land Development and Building Construction Regulations, 2008.

Yours faithfully,

.....
Signature of the applicant

* Strike out whichever not applicable.

Appendix - A8

PART-A

Registration/Renewal Certificate.

.....

Ref. No.

Date:

REGISTRATION/RENEWAL CERTIFICATE

This is to certify that Mr./Ms. has been registered as a Professional/Civil Engineer/Architect/ /Town Planner, and he/she is eligible to practice the above referred profession within the State of Goa, with effect from for a period of 5 (five) years.

His/Her Registration number is

OR

This is to certify that the validity of the Registration No. dated issued to Mr./Ms., to practice as Professional/Civil Engineer/Architect/Town Planner within the State of Goa, is extended for the further period of 5 (five) years, expiring on, unless renewed or revoked or suspended by competent authority.

Chief Town Planner
TCPD, Panaji, Goa.

Note:

1. You shall quote the Registration number on all the plans and documents to be submitted to the competent authority for obtaining approvals.
2. This Registration lapses on the expiry of appointed date unless renewed by the holder.
3. This Registration is liable to be suspended/revoked subject to the provisions provided under the Regulations.

Appendix - B1

Format of Questionnaire

.....

QUESTIONNAIRE

(To be duly filled and enclosed to the application for Development Permission/Technical Clearance/Building Licence)

1. Full name and address of the owner:
2. Details of the property:-
 - (a) Chalta & PTS No./Survey No.
 - (b) Ward Name & No./Vaddo.
 - (c) Town/Village.
 - (d) Taluka & District.
3. Is the property sub-divided? Yes/No
If 'Yes', give details of the sub-division, supported by the document.
4. Total area of the property: Sq. meters.
5. Zone of the property as per ODP/ZP/RP.
6. Intended use proposed in the Development.
7. If the Zone indicated at (5) above is the result of subsequent change of Zone, give details of approval and enclose certified copy of the approval.
8. Is the property accessible? Yes/No
If 'Yes', state –
 - (a) Width of the access: meters.
 - (b) Area of road widening: Sq. meters.
9. If the property is in the vicinity (within 100 meters) of the Cemetery/Crematorium, give the distance from the boundary wall of Cemetery/Crematorium. meters.
10. If the property is in the vicinity (within 100 meters) of the National Highway/State bye-pass, give the distance from the centre line of Highway/bypass. meters.
11. If the property is in the vicinity (within 50 meters) of the Railway line, give the distance from the boundary of Railway property. meters.
12. If the property is in the vicinity of the High Tide Line (within 1,000 meters) of the sea, give the distance from HTL. meters.
13. If the property is in the vicinity (within 100 meters) of the river bank, give the distance from the river bank. meters.
14. If there are any underground, over ground, overhead telephones/

/electricity lines affecting or crossing the plot/property or within 15 meters distance of the plot/ property, show on the plan and give:-

(a) Vertical clearance between the highest point of the Building and the electric lines meters.

(b) Horizontal clearance between the proposed building and existing electric or any other lines. meters.

15. Whether any extra FAR is claimed on the basis of road widening/ proposed road? If 'Yes', state:- Yes/No

(a) Area under road widening: Sq. meters.

(b) Whether such road widening area or area under proposed road has been gifted to the local body? (If yes, submit relevant document) Yes/No

PART - B

(For buildings)

PLOT AREA

1. Area of the Plot. Sq. meters.
2. Deduction for:
 - (a) Area within road widening (proposed) Sq. meters.
 - (b) Area reserved for any other use Sq. meters.
- Total of (a) + (b) Sq. meters.
3. Net effective Area (1) – (2) Sq. meters.
4. Covered area occupied by the existing building, if any Sq. meters.
5. Plot coverage of the existing building (in %) ... percentage
6. Covered area of the existing building that is proposed to be demolished. ... Sq. meters.
7. Plot coverage of the existing building that is proposed to be demolished (in %) ... percentage
8. Covered area of the proposed building Sq. meters.
9. Plot coverage of the proposed building (in %) ... percentage
10. Combined covered area of the existing building to be maintained and that of the proposed building Sq. meters.
11. Combined plot coverage of the existing building to be

maintained and that of the proposed building (in %) .. percentage.

FLOOR AREA

12. Balcony area and covered area over footways floor wise and total on all floors. ... Sq. meters.
13. Balcony area and covered area over footways, floor-wise, and total on all floors, consumed for FAR purpose. ... Sq. meters.
14. Addition of set-back area and/or proposed road for FAR purpose. ... Sq. meters.
15. Addition of garage area for FAR purpose. ... Sq. meters.
16. Floor area consumed on Ground Floor. ... Sq. meters.
17. Floor area consumed on First Floor. ... Sq. meters.
18. Floor area consumed on Second Floor. ... Sq. meters.
19. Floor area consumed on Third Floor. ... Sq. meters.
20. Floor area consumed on any other floor or floors and any other area consumed for FAR purpose. ... Sq. meters.
21. Existing floor area to be maintained. ... Sq. meters.
22. Total floor area consumed: (13+14+15+16+17+18+19+20+21) Sq. meters.
23. Floor area permissible. Sq. meters.
24. FAR permissible. Sq. meters.
25. FAR consumed. Sq. meters.
26. Mezzanine area. Sq. meters.
27. Loft area. ... Sq. meters.
28. Basement area. Sq. meters.
29. Garage area. ... Sq. meters.
30. **Details of areas and use, floor-wise:**

Floor (%) Reference	Use	Total Built up Area M ²	Areas free from FAR	Net Floor Area M ²	FAR
			Bal. Bas. Park.		

31. Parking Details:

Floor Area	Use	No. of Car Parks /Parking area Provided	Parking area Required
------------	-----	--	--------------------------

32. Type of Zone to which the plot belongs to. Zone.

SET BACKS:

33. Front set-back from the center line of the road. meters.
34. Side set backs:
 (a) meters.
 (b) meters.
35. Distance between two or more buildings on the same plot if any. meters.
36. Height of the Plinth. meters.
37. Use to which the building is to be put to floor-wise:

Basement Floor:

Ground Floor:

First Floor:

Second Floor:

Third Floor:

Upper Floors:

38. Plot owned by with reference to the ownership certificate of land.
39. Reference number and date of approval of sub-division of land, if the plot in question is part of sub-division.
40. Any other information.

6. Plot details:

Plot No. Area (in Sq. meters)

7. Hierarchy of the roads used in the sub-division:

Road nomenclature	Width	Length	Area served
-------------------	-------	--------	-------------

Note: The roads with above nomenclature are to be indicated on the plans.

8. Use-wise areas for below mentioned purpose, if the plots are having area of five hectares and above:

- | | |
|---------------------------|------------------|
| (a) Schools. | Sq. meters. |
| (b) Community Centers. | ... Sq. meters. |
| (c) Public Utility areas. | ... Sq. meters. |

* Strike out whichever is not applicable.

PART C*(for sub-division of land)**

1. Area of the Plot. ... Sq. meters.
2. Deductions:
 (a) Area reserved for road widening. ... Sq. meters.
 (b) Area reserved for any other purpose or un-developable. ... Sq. meters.
3. Effective area of the Plot (1-2) ... Sq. meters.
4. Open Space required to be provided. ... Sq. meters.
5. Open space provided.
 (a) ... Sq. meters
 (b) ... Sq. meters.

We, hereby declare that the information furnished above is correct to the best of our knowledge.

ARCHITECT/ENGINEER OWNER OR AUTHORISED REPRESENTATIVE

Signature: Signature:

Name: Name:

Address: Address:

Reg. No.:

Date: Date:

Appendix - B 2

Certificate of Conformity with Regulations

*CERTIFICATE OF CONFORMITY WITH REGULATIONS

I,,
(Name and Reg. No. of the Architect/Engineer/Town Planner)
having been appointed by
(Name of the Owner)
do hereby certify that I have designed the project of
..... in Plot No. Cantonment No.
(Name of the Project)
of P.T. Sheet No. / Survey No. in city/village
and that the same is in conformity with the Goa Land
Development and Building Construction Regulations,
2008.

Place:-

Date:-
Signature of the Architect/
/Engineer/Town Planner
Seal with Name,
Address, Reg. No.

* To be issued on Letter Head.

Appendix - B 3

Structural Liability Certificate

*STRUCTURAL LIABILITY CERTIFICATE

I,
(Name, address and Registration No. of the Engineer)
having been duly appointed as Engineer by
Sri for
(Name of the Owner)
carrying out structural design and supervision of the
project construction of
(Name of the Project)
The plans for which have prepared by
(Name of Architect/Engineer)
in Plot No. / Survey No. / Cantonment No. of
P.T. Sheet No., within the jurisdiction of Municipal
Council of / Village Panchayat of

I do hereby certify as under:-

- 1 That I shall be responsible for the structural design and stability of the said building.
- 2 That the structural work shall be executed by the owner, as per the structural drawings prepared by me and under my supervision.

This certificate is issued in respect of plans, one set of which is enclosed herewith, duly signed by the Architect/Engineer who has prepared the same.

Place:-

Date:-
Signature of the Architect/
/Engineer/Town Planner
Seal with Name,
Address, Reg. No.

* To be issued on Letter Head.

I, Sri,
(Name and address of Owner)
hereby confirm that I have appointed the Engineer
Sri
to carry out the structural design and supervision of above
mentioned project.

I further undertake to intimate him at the appropriate
stage of construction of my project
(Name of Project)
to enable him to perform his functions as given in the
above certificate.

.....
(Signature of Owner or his
authorized representative)

Appendix - B 4

Affidavit to be sworn by the owner of the property and to
be sworn before the Notary Public

AFFIDAVIT

I,
and
years, Indian National, marital status, occupation
....., resident of House No., Ga,
do hereby state on oath as under:-

1. That I am the owner of the property bearing Plot No.
....., Cantonment No. of P.T. Sheet No., / Survey
No., situated at, Ga.

2. That I intend to apply for development permission/
technical clearance/building permission/sub-division
permission in respect of the said property.

3. That the ownership documents submitted by me
along with the application are true and correct.

4. That I have appointed Sri
as the Architect/Engineer to plan and design the said
development.

5. That I have also appointed Sri
as Engineer to carry out the structural design of the said
development.

6. That I am aware that it is my responsibility to ensure
that the development is properly supervised by the
Architect/Engineer who have signed the plans.

7. That I am also responsible to execute the
development as per approved plans.

8. That in the event of the above mentioned Architect/
Engineer disassociates from the development, I shall
appoint another Architect/Engineer to be responsible for
the development and intimate of such change to the
Competent Authority.

9. That I shall not carry out any development until such time that appointment of Architect/Engineer is made.

10. That what is stated above is true to the best of my knowledge and belief.

Deponent

Appendix — B 5

Structural Stability Certificate

*STRUCTURAL STABILITY CERTIFICATE

I,
(Name, address and Registration No. of the Engineer)
having been duly appointed as Engineer by
Shri.....for
(Name of the Owner)
carrying out Structural design and supervision of the
construction of.....in Plot
(Name of the Project)
No...../Survey No./Chalta No./
P.T. Sheet No./, within the jurisdiction of Municipal
Council of/Village Panchayat of
and having given the Structural Liability Certificate at
the time of obtaining building permission, do hereby
certify as under:-

1. That I have carried out the structural design of the above referred project.

2. That the structural work has been executed by the owner, as per the structural drawings prepared by me and under my supervision.

3. That the building is structurally safe and fit for occupation.

I am enclosing complete set of structural "as built" drawings for your records.

Place:-

Date:-

.....
Signature of the Architect/
/Engineer/Town Planner
Seal with Name,
Address, Reg. No.

* To be issued on Letter Head.

Appendix — B 6

Completion Certificate

*COMPLETION CERTIFICATE

I,
(Name and Reg. No. of the Architect/Engineer/Town Planner)
having been appointed by
(Name of the Owner)
and having designed the project of.....
(Name of the Project)
in Plot No./Chalta No./ of P.T. Sheet No./
...../Survey No./ in city/village, do
hereby certify that the said project has been supervised

by me and has been built in accordance with the Licence No./dated and the same is complete and fit for occupation.

Place:-

Date:-

.....
Signature of the Architect/
/Engineer/Town Planner
Seal with Name,
Address, Reg. No.

* To be issued on Letter Head.

Appendix — C 1

Development Permission from PDA

..... Planning and Development Authority,
....., Goa.

Ref. No.

Date:

Development Permission under Section 44 of The Goa Town and Country Planning Act, 1974.

Development permission is hereby granted for carrying out the

*(a) Land sub-division (Provisional/Final).

*(b) Construction of Building (Reconstruction/
/Extension/Alteration).

*(c) Construction of compound wall.

*(d) Change of use of (Building/Land)...../as per the enclosed approved plans in the property zoned as.....in ODP/CDP/Regional Plan and situated at.....in Village/Town bearing Survey No./Chalta No./ of PTS No./ Plot No./ of approved sub-division reference No./development permission No./ dated..... with the following conditions:-

1. Construction shall be strictly as per the approved plans. No changes shall be effected in the approved plans/
/approved built spaces without the prior permission of this Authority.

2. The permission granted shall be revoked, if any information, plans, calculations, documents and any other accompaniments of the application are found incorrect or wrong at any stage after the grant of the permission and the applicant will not be entitled for any compensation.

3. The permission shall be revoked if found expedient to such an action under the provision of Section 50 of the Goa Town and Country Planning Act, 1974.

4. The development permission will not entitle the applicant for making/laying any claim on water and any other connection from the Government of Goa.

5. The Developer/applicant should display a sign board of minimum size 1.00 mts. x 0.50 mts. with writing in black color on a white background at the site, as required under the regulations.

6. The applicant shall obtain Conversion Sanad under The Goa Land Revenue Code, 1968 before the commencement of any development/construction as per the permission granted by this order.

7. The soak pit should not be located within a distance of 15.00 meters from any other existing well in the plot area/plan.

8. The commencement and the completion of the work shall be notified to the authority in writing in appropriate forms.

9. Completion certificate has to be obtained from this Authority before applying for Occupancy Certificate from the licensing authority.

10. Storm water drain should be constructed along the boundary of the effected plot abutting to the road.

11. Adequate Utility space for the dustbin, transformer etc. should be reserved within the plot area. In case of any cutting of sloppy land or filling of low-lying land, beyond permissible limits, prior permission of the Chief Town Planner shall be obtained before the commencement of the works as per the provisions of Section 17(A) of The Goa Town and Country Planning Act, 1974.

12. In case of compound wall, the gates shall open inwards only and traditional access, if any passing through the property shall not be blocked.

13. The Ownership of the property shall be verified by the licensing body before the issuing of the licence.

THIS PERMISSION IS ISSUED WITH REFERENCE TO THE APPLICATION DATED _____ UNDER SECTION 44 OF THE GOA TOWN & COUNTRY PLANNING ACT, 1974, FROM SHRI/SMT. _____.

THIS PERMISSION IS VALID FOR THREE YEARS FROM THE DATE OF ISSUE OF THIS PERMISSION.

.....
Member Secretary

To
Sri/St.....

.....
.....

Copy to:

(a)*Municipal Council

(b)*Village Panchayat of

* Strike out which is not applicable.

Appendix - C 2

Technical Clearance Order from TCPD

Office of the Senior Town Planner/TP/Dy. TP*
Town and Country Planning Department,
.....,Goa

Ref. Date.....

TECHNICAL CLEARANCE ORDER

Technical Clearance is hereby granted for carrying out the

*(a) Land sub-division (Provisional/Final).

*(b) Construction of Building (Reconstruction/
/Extension/Alteration).

*(c) Construction of compound wall.

*(d) Change of use of (Building/Land)...../as per the enclosed approved plans in the property zoned as.....in ODP/CDP/Regional Plan and situated at..... Village/Town bearing Survey No./Chalta No. _____ of PIS No. _____, Plot No. _____ of approved sub-division reference No./Development Permission No. _____ dated _____ with the following conditions:-

1. Construction shall be strictly as per the approved plans. No changes shall be effected in the approved plans/ /approved built spaces without the prior permission of this Authority.

2. The permission granted shall be revoked, if any information, plans, calculations, documents and any other accompaniments of the application are found incorrect or wrong at any stage after the grant of the permission and the applicant will not be entitled for any compensation.

3. The permission shall be revoked if found expedient to such an action under the provision of Section 50 of The Goa Town and Country Planning Act, 1974.

4. The development permission will not entitle the applicant for making/laying any claim on water and any other connection from the Government of Goa.

5. The Developer/applicant should display a sign board of minimum size 1.00 mts. x 0.50 mts. with writing in black colour on a white background at the site, as required under the Regulations.

6. The applicant shall obtain Conversion Sanad under The Goa Land Revenue Code, 1968, before the commencement of any development/construction as per the permission granted by this order.

7. The soak pit should not be located within a distance of 15.00 mts. from any other existing well in the plot area/plan.

8 The commencement and the completion of the work shall be notified to the authority in writing in appropriate forms.

9 Completion Certificate has to be obtained from this Authority before applying for Occupancy Certificate from the licensing authority.

10. Storm water drain should be constructed along the boundary of the effected plot abutting to the road.

11. Adequate Utility space for the dustbin, transformer etc. should be reserved within the plot area. In case of any cutting of sloppy land or filling of low-lying land, beyond permissible limits, prior permission of the Chief Town Planner shall be obtained before the commencement of the works as per the provisions of Section 17(A) of The Goa Town and Country Planning Act, 1974.

12. In case of compound walls, the gates shall open inwards only and traditional access, if any passing through the property shall not be blocked.

13. The Ownership of the property shall be verified by the licensing body before the issuing of the licence.

THIS ORDER IS ISSUED WITH REFERENCE TO THE APPLICATION DATED _____ FROM SHRI/ /SMT. _____.

THIS ORDER IS VALID FOR THREE YEARS FROM THE DATE OF ISSUE.

Senior Town Planner/Town
Planner/Dy. Town Planner

To
Sri/St. _____

Copy to:

- (a)* _____ Municipal Council
(b)* ~~Village Panchayat~~ _____

* Strike out which is not applicable.

Appendix - C 3

Municipal Building Licence

_____ Municipal Council, _____, Goa.

CONSTRUCTION LICENCE

Nb. _____ Date: _____

Licence is hereby granted for carrying out the—

- *(a) Land sub-division (Provisional/Final).
- *(b) Construction of Building (Reconstruction/Extension/Alteration).
- *(c) Construction of compound wall.
- *(d) Change of use of (Building/Land) _____/as per the enclosed approval plan/plans in the property zoned as _____ in the ODP/CDP/Regional Plan and situated

at _____ Village/town bearing Survey No./Chalta No. _____ of PTS No. _____/Plot No. _____ of approved sub-division reference No./Development Permission Order No. _____ with the following conditions:-

1. The applicant shall strictly comply all the conditions imposed in the Development Permission/Technical Clearance Order No. _____ dated _____ issued by the _____ Planning and Development Authority/Town and Country Planning Department.

2. The applicant shall notify the Council for giving the alignment of the building.

3. The construction should maintain the minimum prescribed horizontal and vertical clearances from any overhead electrical line passing adjacent to the construction.

4. All RCC/Structural works shall be designed and supervised by the Engineer who has signed the Structural Liability Certificate submitted to the Municipal Council.

5. No material for construction or earth from excavation or any other construction material shall be stacked on the Public roads.

6. The Building should not be occupied unless the Occupancy Certificate is obtained from the Council.

7. The construction licence shall be revoked if the construction work is not executed as per the approved plans and the statements therein and whenever there is any false statement or misrepresentation of any material passed, approved or shown in the application on which the permit was based.

8. The applicant should construct a separate soak pit in order to derivate in the sullage water.

9 Any soak pit should be constructed at a minimum distance of 15 meters away from any well.

10. The ventilation pipe of the septic tank should be provided with a mosquito net.

11. The Applicant should connect the pipelines from their latrines/WC's to the sewerage line at their own cost, when the sewerage line is commissioned.

12. The applicant should fix a board at a prominent place whenever the construction is started, indicating the number, the date and the authority for which the licence for development work has been granted.

13. All the building material and other rubbish should be cleared from the construction site before applying for the Occupancy Certificate.

14. Water storage tanks shall be provided with mosquito proof lids and over flow pipes. The tanks should be provided with access ladders wherever necessary.

15. The drains surrounding the plot if any should be constructed with PCC and should be covered with removable RCC slabs of sufficient thickness.

16. The applicant should gift the road widening area to the council before applying for the Occupancy Certificate, if the applicant has utilized the extra FAR in lieu of the road widening affecting the plot.

17. The applicant should plaster and paint the building internally as well as externally before applying for Occupancy Certificate. Exposed brick/laterite/concrete/stone/ashlars masonry finish to buildings will also be permitted.

18. The applicant should provide a dustbin at a convenient place accessible for the Municipal vehicle for collection of garbage.

19. Road widening area shall be asphalted to the existing road level before applying for Occupancy Certificate.

20. Garages and Parking areas shown in the approved plan shall be strictly used for parking purposes only and should be easily accessible to vehicles. No commercial activities shall be allowed in these areas.

21. Access upto the entrance of the building is to be paved and is provided with drainage facilities.

22. Space for parking of vehicles is clearly demarcated on the ground.

23. No Restaurants/Bars will be permitted in the shops unless a separate soak pit is provided besides conforming to the rules in force.

24. No commercial activities will be permitted in the shops unless a separate permission is obtained from this council.

25. All Temporary sheds/Existing buildings shown to be demolished in the plan are demolished before applying for Occupancy Certificate.

26. Fire Escape staircases, if applicable shall be constructed as indicated in the approved plans.

27. All internal courtyards should be provided with drainage outlet.

28. The applicant should maintain all existing natural drains in the plot and should not block them at any stage.

29. No soak pit or other structures should come in the road widening area.

30. The plot boundary should be cordoned off by continuous sheet fencing either of wood or metal during the construction period.

31. The construction of compound wall should not obstruct any pathway or any public access. The applicant shall make necessary arrangements for smooth flow of rain water by keeping adequate openings in the compound wall for the purpose.

32. No gates shall open outwards on to the road.

33. The construction of the compound wall should be as per the approved plan. The applicant shall inform this council after the completion of the compound wall.

34. Drinking water well should be 15 meters away from any soak pit.

THIS LICENCE IS VALID FOR A PERIOD OF THREE YEARS FROM THE DATE OF ISSUE OF THIS LICENCE. RENEWAL IF REQUIRED SHALL BE APPLIED WITHIN THE PERIOD OF THE VALIDITY OF THE LICENCE.

Chief Officer

.....Municipal Council

To

Shri/Smt. _____

Copy to:

*(a) Member Secretary, _____ Planning and Development Authority.

*(b) Senior Town Planner, TCP _____

* Strike out which is not applicable.

Appendix - C 4

Village Panchayat Building Licence

Village Panchayat of _____, _____, Goa.

CONSTRUCTION LICENCE

No. _____

Date: _____

Licence is hereby granted for carrying out the-

*(a) Land sub-division (Provisional/Final)-

*(b) Construction of Building (Reconstruction/Extension/Alteration).

*(c) Construction of compound wall.

*(d) Change of use of (Building/Land) _____/as per the enclosed approval plan/plans in the property zoned as _____ in the ODP/CDP/Regional Plan and situated at _____ Village/town bearing Survey No./Chalta No. _____ of PTS No. _____/Plot No. _____ of approved sub-division reference No./Development Permission Order No. _____ with the following conditions:-

1. The applicant shall strictly comply all the conditions imposed in the Development Permission/Order No. _____ dated _____ issued by the _____ Planning and Development Authority/Technical Clearance Order issued by the Town and Country Planning Department, _____.

2. The applicant shall notify the Panchayat for giving the alignment of the building.

3. The construction should maintain the minimum prescribed horizontal and vertical clearances from any overhead electrical line passing adjacent to the construction.

4. All RCC/Structural works shall be designed and supervised by the Engineer who has signed the Structural Liability Certificate submitted to the Panchayat.

5. No material for construction or earth from excavation or any other construction material shall be stacked on the Public roads.

6. The Building should not be occupied unless the Occupancy Certificate is obtained from the Panchayat.

7. The construction licence shall be revoked if the construction work is not executed as per the approved plans and the statements therein and whenever there is any false statement or misrepresentation of any material passed, approved or shown in the application on which the permit was based.

8. The applicant should construct a separate soak pit in order to derivate in the sullage water.

9. Any soak pit should be constructed at a minimum distance of 15 meters away from any well.

10. The ventilation pipe of the septic tank should be provided with a mosquito net.

11. The Applicant should connect the pipelines from their latrines/WC's to the sewerage line at their own cost, when the sewerage line is commissioned.

12. The applicant should fix a board at a prominent place whenever the construction is started, indicating the number, the date and the authority for which the licence for development work has been granted.

13. All the building material and other rubbish should be cleared from the construction site before applying for the Occupancy Certificate.

14. Water storage tanks shall be provided with mosquito proof lids and over flow pipes. The tanks should be provided with access ladders wherever necessary.

15. The drains surrounding the plot if any should be constructed with PCC and should be covered with removable RCC slabs of sufficient thickness.

16. The applicant should gift the road widening area to the Village Panchayat before applying for the Occupancy Certificate, if the applicant has utilized the extra FAR in lieu of the road widening affecting the plot.

17. The applicant should plaster and paint the building internally as well as externally before applying for Occupancy Certificate. Exposed brick/laterite/concrete/stone/ashlars masonry finish to buildings will also be permitted.

18. The applicant should provide a dustbin at a convenient place accessible for the Municipal vehicle for collection of garbage.

19. Road widening area shall be asphalted to the existing road level before applying for Occupancy Certificate.

20. Garages and Parking areas shown in the approved plan shall be strictly used for parking purposes only and should be easily accessible to vehicles. No commercial activities shall be allowed in these areas.

21. Access upto the entrance of the building is to be paved and is provided with drainage facilities.

22. Space for parking of vehicles is clearly demarcated on the ground.

23. No Restaurants/Bars will be permitted in the shops unless a separate soak pit is provided besides conforming to the rules in force.

24. No commercial activities will be permitted in the shops unless a separate permission is obtained from this Panchayat.

25. All Temporary sheds/Existing buildings shown to be demolished in the plan are demolished before applying for Occupancy Certificate.

26. Fire Escape staircases, if applicable shall be constructed as indicated in the approved plans.

27. All internal courtyards should be provided with drainage outlet.

28. The applicant should maintain all existing natural drains in the plot and should not block them at any stage.

29. No soak pit or other structures should come in the road widening area.

30. The plot boundary should be cordoned off by continuous sheet fencing either of wood or metal during the construction period.

31. The construction of compound wall should not obstruct any pathway or any public access. The applicant shall make necessary arrangements for smooth flow of rain water by keeping adequate openings in the compound wall for the purpose.

32. No gates shall open outwards on to the road.

33. The construction of the compound wall should be as per the approved plan. The applicant shall inform this Panchayat after the completion of the compound wall.

34. Drinking water well should be 15 meters away from any soak pit.

THIS LICENCE IS VALID FOR A PERIOD OF THREE YEARS FROM THE DATE OF ISSUE OF THIS LICENCE. RENEWAL IF REQUIRED SHALL BE APPLIED WITHIN THE PERIOD OF THE VALIDITY OF THE LICENCE.

Sarpanch/Secretary
Village Panchayat of _____

To
Shri/Smt. _____

Appendix - C 6

Completion Order by TCPD

Copy to:

- *(a) Member Secretary, _____ Planning and
Development Authority
*(b) Senior Town Planner, TCP _____

Office of the Senior Town Planner/TP/Dy. TP*
Town & Country Planning Department
_____, Goa.

Ref. No. _____

Date: _____

* Strike out which is not applicable.

COMPLETION ORDER

Completion is hereby certified for:

1. Construction of building (Reconstruction/
/Extension/Alteration)*

2. Compound wall*

Constructed as per technical clearance granted by this
department vide Order No. _____ dated _____,
subject to the following conditions:

1. The use of the building should be strictly as per the
approval.

2. All parking spaces/garages should be used for
parking of vehicles only and should not be converted for
any other use.

3. No attachment/alteration to the building shall be
carried out without the prior approval of this department.

4. The building shall not be occupied unless the
Occupancy Certificate is obtained from the concerned
Municipal Council/Village Panchayat on presentation of
this order.

Senior Town Planner/TP/Dy. TP*

Appendix - C 5

Completion Order by PDA

Planning and Development Authority,
_____, Goa.

Ref. No. _____

Date: _____

COMPLETION ORDER

Completion is hereby certified for:

1. Construction of building (Reconstruction/Extension/
/Alteration).

2. Compound wall.

Constructed as per technical clearance granted by this
department vide Order No. _____ dated _____,
subject to the following conditions:

1. The use of the building should be strictly as per the
approval.

2. All parking spaces/garages should be used for
parking of vehicles only and should not be converted for
any other use.

3. No attachment/alteration to the building shall be
carried out without the prior approval of this department.

4. The building shall not be occupied unless the
Occupancy Certificate is obtained from the concerned
Municipal Council/Village Panchayat on presentation of
this order.

Member Secretary

To
Shri/Smt. _____

Copy for information to:

- *(a) The Chief Officer, _____ Municipal Council,
_____, Goa.
*(b) The Sarpanch, Village Panchayat of _____,
_____, Goa.

*Strike out which is not applicable.

To
Shri/Smt. _____

Copy for information to:

- *(a) The Chief Officer, _____ Municipal Council,
_____, Goa.
*(b) The Sarpanch, Village Panchayat of _____,
_____, Goa.

*Strike out which is not applicable.

Appendix - C 7

Occupancy Certificate by Municipal Council

Municipal Council, _____, Goa.

Ref. No. _____

Date: _____

OCCUPANCY CERTIFICATE

Occupancy Certificate is hereby granted for the
building approved vide Licence No. _____
dated _____, subject to the following conditions:

1. All conditions stipulated in the completion Order of PDA/Technical Clearance Order from PDA/TCP should be strictly adhered to.

2. This Certificate shall be treated as NOC for obtaining water and power connection.

Chief Officer,

Municipal Council, _____, Goa.

Copy for information to:

1. Shri/Smt. _____ (Applicant)
2. Town and Country Planning Department*, _____, Goa.
3. _____ PDA, *_____, Goa.
4. Asst. Engineer, PWD, _____, Goa.
5. Asst. Engineer, Electricity Department, _____, Goa.

* Strike out which is not applicable.

Appendix - C 8

Occupancy Certificate by Village Panchayat

Village Panchayat of _____, _____, Goa.

Ref. No. _____ Date: _____

OCCUPANCY CERTIFICATE

Occupancy Certificate is hereby granted for the building approved vide Licence No. _____ dated _____, subject to the following conditions:-

1. All conditions stipulated in the completion Order of PDA/Technical Clearance Order from PDA/TCP should be strictly adhered to.

2. This Certificate shall be treated as NOC for obtaining water and power connection.

Sarpanch/Secretary

Village Panchayat of _____, _____, Goa.

Copy for information to:

1. Shri/Smt. _____ (Applicant).
2. Town and Country Planning Department*, _____, Goa.
3. _____ PDA, *_____, Goa.
4. Asst. Engineer, PWD, _____, Goa.
5. Asst. Engineer, Electricity Department, _____, Goa.

*Strike out which is not applicable.

Appendix - C 9

Refusal of Development Permission by PDA

Planning and Development Authority,
_____, Goa.

Ref. No. _____ Date: _____

ORDER

With reference to your application dated _____ for grant of development permission for the erection/re-erection of building/execution situated at _____, in ward No. _____ in Plot No. _____/Chalta No. _____ of PTS No. _____/Survey No. _____, I, have to inform you that the permission has been refused for the following reasons:-

- 1
- 2
- 3
- 4
- 5
6. Specify any other.

Member Secretary

Appendix - C 10

Refusal of Technical Clearance by TCPD

Office of the Senior Town Planner/TP*
Town and Country Planning Department

Ref. No. _____ Date: _____

To

Dear Sir/Madam,

With reference to your application dated _____ for Technical clearance for the erection/re-erection of building/execution of works situated at _____, in ward No. _____ in Plot No. _____/Chalta No. _____ of P.T. Sheet No. _____/Survey No. _____, I, have to inform you that the Technical clearance has been refused for the following reasons:-

- 1
- 2
- 3
- 4
- 5
6. Specify any other.

Yours faithfully,

Senior Town Planner/TP/Dy.TP*

* Strike out whichever is not applicable.

Appendix - C 11

Refusal of Building Licence by Municipal
Council/Village Panchayat

_____ Municipal Council*/Village Panchayat of

Ref. No. _____ Date: _____

To

REFUSAL OF SANCTION

Dear Sir/Madam,

With reference to your application dated _____ for grant of sanction for the erection/re-erection of building/execution of works situated at _____, in Ward No. _____ in Plot No. _____ /Chalta No. _____ of P.T. Sheet No. _____ /Survey No. _____, I, have to inform you that the sanction has been refused for the following reasons:-

- 1
- 2
- 3
- 4
- 5
- 6
7. Specify any other reasons.

Yours faithfully,

*Chief Officer, _____ Municipal Council

*Sarpanch/Secretary, Village Panchayat of _____

Copy for information to

- 1.*Member Secretary, _____ PDA, _____, Goa.
- 2.*Senior Town Planner, TCPD, _____, Goa.

* Strike out which is not applicable.

Appendix - D 1

Intimation to Municipal Council/Village Panchayat about
stages of construction

Date: _____

From:- _____
(Applicant's name and address)

To

The Chief Officer,
_____ Municipal Council,
_____, Goa.

OR

To
The Sarpanch,
Village Panchayat of _____,
_____, Goa.

Notice of commencement of the work

Sir,

I/We hereby give notice that I/we intend to commence the work in Survey No. _____ in accordance with the plans, elevations, and sections, sanctioned vide Construction Licence No. _____ dated _____.

I/We request you to, therefore, to give necessary alignment.

Yours faithfully,

Signature of the Owner/Owners or
their authorized agent/agents
Annexure - I

Z/I.

A. CRZ REGULATIONS AS PER ENVIRONMENT
PROTECTION ACT, 1986.

C OASTAL REGULATION ZONE NOTIFICATION
(As amended till date)

MINISTRY OF ENVIRONMENT & FORESTS
(Department of Environment, Forests and Wildlife)

Notification under section 3(1) and section 3(2)(v) of the Environment (Protection) Act, 1986 and rule 5(3) (d) of the Environment (Protection) Rules, 1986 declaring coastal Stretches as Coastal Regulation Zone (CRZ) and Regulation Activities in the CRZ.

S.O.114 (E)- Whereas a Notification under Section 3(1) and 3(2) (V) of the Environment (Protection) Act, 1986, inviting objections against the declaration of Coastal Stretches as Coastal Regulation Zone S.O. No. 9449(e) dated 15th December, 1990.

And whereas all objections received have been duly considered by the Central Government;

Now therefore, in exercise of the power conferred by Clause (d) of sub-rule (3) of Rule 5 of the Environment (Projection) Rules, 1986 and all other powers vesting in its behalf, the Central Government hereby declares the coastal stretches of sea, bays, estuaries, creeks, rivers and backwaters which are influenced by tidal action (in the landward side) up to 500 meters from the high Tide Line

(HTL) and the land between the Low Tide Line (LTL) and the HTL as Coastal Regulation Zone; and imposes with effect from the date of this Notification, the following restrictions on the setting up and expansion of industries, operations or processes, etc. in the said Coastal Regulation Zone (CRZ).

For the purpose of this Notification, the High Tide Line means the line on the land up to which the highest water line reaches during the spring tide. The High Tide Line shall be demarcated uniformly in all parts of the country by the demarcating authority or authorities so authorized by the Central Government, in accordance with the general guidelines issues in this regard.

Note:— The distance from the High Tide Line shall apply to both sides in the case of rivers, creeks and back waters and may be modified on a case basis for reasons to be recorded while preparing the Coastal Zone Management Plans. However, this distance shall not be less than [100] meters or the width of the creek, river or backwater whichever is less. The distance upto which development along rivers creeks and backwaters is to regulated shall be governed by the distance upto which the tidal effect of sea is experienced in rivers, creeks or backwaters, as the case may be, and should be clearly identified in the Coastal Zone Management Plans.

Prohibited Activities.— The following activities are declared as prohibited within the Coastal Regulation Zone, namely:

(i) Setting up of new industries and expansion of existing industries, except (a) those directly related to water front or directly needing foreshore facilities and (b) Projects of Department of Atomic Energy.

(ii) Manufacture or handling or storage or disposal of hazardous substances as specified in the Notifications of the Government of India in the Ministry of Environment and Forest No. S.O.594 (E) dated 28th July, 1989, S.O.966 (E) dated 27th November, 1989 and GSR 1037 (E) dated 5th December, 1989, except transfer of hazardous substances from ships to port, terminals and refineries and vice versa in the port area:

****[Provided that facilities for receipt and storage of petroleum products and Liquefied Natural Gas as specified in Annexure-III appended to this Notification and facilities for reclassification on Liquefied Natural Gas, may be permitted within the said Zone in areas not classified as CRZ-I (I), subject to implementation of safety regulations including guidelines issued by the Oil Industry Safety, Directorate in the Government of India, Ministry of Petroleum and Natural Gas and guidelines issued by the Ministry of Environment and Forests and subject to such further terms and conditions for implementation of ameliorative and restorative measures in relation to the environment as may be stipulated by the Government of India in the Ministry of Environment and Forests;]**

(iii) setting up and expansion of fish processing units including warehousing (Excluding hatchery and natural fish drying in permitted areas):

****[Provided that existing fish processing units for modernization purpose may utilize twenty five percent additional area required for additional equipment and pollution control measures only subject to existing Floor space Index Floor Area Ration norms and subject to the condition that the additional plinth area shall not be towards seaward side of existing unit and also subject to the approval of the State Pollution Control Board or Pollution Control Committee].**

(iv) setting up and expansion of units/mechanism for disposal of waste and effluents, except facilities required for discharging treated effluents into the water course with approval under the Water (Prevention and Control of Pollution) Act, 1974; and except for storm water drains;

(v) Discharge of untreated wastes and effluents from industries, cities or towns and other human settlements. Schemes shall be implemented by the concerned authorities for phasing out the existing practices, if any, within a reasonable time not exceeding 3 years from the date of this notification;

(vi) dumping of city or town waste for the purposes of land filling or otherwise; the existing practice, if any, shall be phased out within a reasonable time not exceeding 3 years from the date of this Notification;

(v) dumping of ash or any wastes from thermal power stations;

(vi) land reclamation, bunding or disturbing the natural course of sea water except those required for construction or modernization or expansion of ports, harbours, jetties, wharves, quays, slipways, bridges and sea-links and for other facilities that are essential for activities permissible under the notification or for control of coastal erosion and maintenance or clearing of water ways, channels and ports or for prevention of sand bars or for tidal regulators, storm water drains or for structures for prevention of salinity ingress and sweet water recharge:

Provided that reclamation for commercial purposes such as shopping and housing complexes, hotels and entertainment activities shall not be permissible:

(vii) Mining of sands, rocks and other sub-starta materials, except exploration and extraction of Oil and Natural Gas;

(viii) harvesting or drawl of ground water and construction of mechanisms therefore within 200 m. of HTL; in the 200 m. to 500 m. zone it shall be permitted only when done manually through ordinary wells for drinking, horticulture, agriculture and fisheries:

**[provided that withdrawal of ground water is permitted, where no other source of water is available and when done manually through ordinary wells or hand pumps, for drinking and domestic purposes, zone between 50 to 200 m. from the High tide line in case of seas, bays and estuaries and within 200 m. or the CRZ, whichever is less, from the High Tide Line in case of rivers, creeks, and backwaters subject to such restrictions as may be deemed necessary, in areas affected by sea water intrusion, that may be imposed by an authority designated by State Government/ Union Territory Administration].*

(ix) construction activities in CRZ-I except as specified in Annexure – I of this Notification;

(x) any construction activity between the LTL and HIL except facilities for carrying treated effluents and waste water discharges into the sea, facilities for carrying sea water for cooling purposes, oil, gas and similar pipelines and facilities essential for activities permitted under this Notification; and

(xi) Dressing or altering of sand dunes, hills, natural features including landscape changes for beautification, recreational and other such purpose, except as permissible under the Notification.

Regulation of permissible activities.— *All other activities, except those prohibited in para 2 above, will be regulated as under:*

(1) *Clearance shall be given for any activity within the Coastal Regulation Zone only if it requires water front and foreshore facilities.*

(2) *The following activities will require environmental clearance from the Ministry of Environment and Forests, Government of India, namely:*

(i) *Construction activities related to projects of Department of Atomic Energy or Defence requirements for which foreshore facilities are essential such as slipways, jetties, wharves, quays; except for classified operational components of defence projects for which a separate procedure shall be followed. (Residential buildings, office buildings, hospital complexes, workshops shall not come within the definition of operational requirements except in very special cases and hence shall not normally be permitted in the CRZ;*

(ii) *Operational constructions for ports and harbours and light houses and constructions for activities such as jetties, wharves, quays and slipways, pipelines, conveying system including transmission lines;*

(iii) *Exploration and extraction of oil and natural gas and all associated activities and facilities thereto;*

(iv) *Thermal power plants (Only foreshore facilities for transport of raw materials facilities for in-take of*

cooling water and outfall for discharge of treated waste water/cooling water); and

(v) *All other activities with investment exceeding rupees five crores except those activities which are to be regulated by the concerned authorities at the State/ Union Territory level in accordance with the provision of paragraph 6, sub-paragraph (2) of Annexure 1 of the notification.*

Procedure for monitoring and enforcement.— The Ministry of Environment and Forests and the Government of State or Union Territory and such other authorities at the State or Union Territory levels, as may be designated for this purpose, shall be responsible for monitoring and enforcement of the provisions of this notification within their respective jurisdictions.

B. COASTAL AREA CLASSIFICATION AND DEVELOPMENT REGULATIONS

Classification of Coastal Regulation Zone.— 6 (1) For regulating development activities, the coastal stretches within 500 meters of High Tide Line on the landward side are classified into four categories, namely:

Category I (CRZ-I).— (i) Areas that are ecologically sensitive and important, such as national parks/marine parks, sanctuaries, reserve forest, wildlife habitats, mangroves, corals/coral reefs, areas close to breeding and spawning grounds of fish and other marine life, areas of outstanding natural beauty/historical /heritage areas, areas rich in genetic diversity, area likely to be inundated due to rise in sea level consequent upon global warming and such other areas as may be declared by the Central Government of the concerned authorities at the State/ Union Territory Level from time to time.

(ii) Area between the Low Tide Line and the High Tide Line.

Category – II (CRZ-II).— The areas that have been developed upto or close to the shore-line. For this purpose, "developed area" is referred to as that area within the municipal limits or in other legally designated urban areas which is already substantially built up and which has been provided with drainage and approach roads and other infrastructural facilities, such as water supply and sewage mains.

Category-III (CRZ-III).— Area that are relatively undistributed and those do not belong to either Category-I or II. These will include coastal zones in the rural area (developed and undeveloped) and also areas within Municipal limits or in other legally designated urban area, which are not substantially built up.

Coastal stretches in the Andaman & Nicobar, Lakshadweep and small islands, except those designated as CRZ-I, CRZ-II or CRZ-III.

Norms for Regulation of Activities.— 6 (2) The development or construction activity/activities in different categories of CRZ areas shall be regulated by the concerned authorities at the State/Union Territory level, in accordance with the following norms:

CRZ-I.— No new construction shall be permitted in CRZ-I except (a) Projects relating to Department of Atomic Energy and (b) Pipelines, conveying systems including transmission Lines and (c) facilities that are essential for activities permissible under CRZ-I. Between the LTL and HTL, activities as specified under paragraph 2 (Xii) may be permitted. In addition, between LTL and HTL in areas which are not ecologically sensitive and important, the following may be permitted: (a) Exploration and Extraction of Natural Gas, (b) activities as specified under provision of sub-paragraph (ii) of paragraph 2, (c) Construction of dispensaries, schools public rain shelters, community toilets, bridges, roads, jetties, water supply, drainage, sewage which are required for traditional inhabitants of the Sunder-bans, Bio-sphere reserve area, W est Bengal, on a case to case basis, by the West Bengal State Coastal Zone Management Authority. No new construction shall be permitted in CRZ-I except (a) Projects relating to Department of Atomic Energy and (b) Pipelines, conveying systems including transmission Lines and (c) facilities that are essential for activities permissible under CRZ-I. Between the LTL and HTL, activities as specified under paragraph 2 (Xii) may be permitted. In addition, between LTL and HTL in areas which are not ecologically sensitive and important, the following may be permitted: (a) Exploration and Extraction of Natural Gas, (b) activities as specified under provision of sub-paragraph (ii) of paragraph 2, (c) Construction of dispensaries, schools public rain shelters, community toilets, bridges, roads, jetties, water supply, drainage, sewage which are required for traditional inhabitants of the Sunder-bans, Bio-sphere reserve areas, W est Bengal, on a case to case basis, by the West Bengal State Coastal Zone Management Authority.

CRZ-II.— (i) ** [Buildings shall be permitted only on the landward side of the existing road (or roads approved in the Coastal Zone Management Plan of the area) or on the landward side of the existing authorized structures. Building permitted in the landward side of the existing and proposed roads/existing authorized structures shall be subject to the existing local Town and Country Planning Regulations including the existing norms of Floor Space Index/Floor Area Ratio:

Provided that no permission for construction of buildings shall be given on landward side of any new roads (except roads proposed in the approved Coastal Zone Management Plan) which are constructed on the seaward side of an existing road].

(ii) Re-construction of the authorized buildings to be permitted subject to the existing FSI/FAR norms and without change in the existing use.

(iii) The design and construction of buildings shall be consistent with the surrounding landscape and local architectural style.

CRZ III.— (i) The area up to 200 meters from the HTL is to be earmarked as 'No Development Zone'. [No construction shall be permitted within this zone except for repairs of existing authorized structures not exceeding existing FSI, existing density, and for permissible activities under the notification including facilities essential for such activities. An authority designated by the State Government/Union Territory Administration may permit construction of facilities for water supply, drainage and sewage for requirements of local inhabitants]. However, the following uses may be permissible in this zone—agriculture, horticulture, gardens, pastures, parks, play fields, forestry and salt manufacture from sea water.

(ii) Development of vacant plots between 200 and 500 meters of High Tide Line in designated areas of CRZ-III with prior approval of Ministry of Environment and Forests (MEF) permitted for construction of hotels/ /beach resorts for temporary occupancy of tourists/ /visitors subjects to the condition as stipulated in the guidelines at Annexure-II.

(iii) Construction/reconstruction of dwelling units between 200 and 500 meters of the High Tide Line permitted so long it is within the ambit of traditional rights and customary uses such as existing fishing villages and goathans. Building permission for such construction/reconstruction will be subject to the conditions that the total number of dwelling units shall not be more than twice the number of existing units; total covered area on all floors shall not exceed 9 meters and construction shall not be more than 2 floors (ground floor plus one floor).

*[Construction is allowed for permissible activities under the notification including facilities essential for such activities. An authority designated by State Government/Union Territory Administration may permit construction of public rain shelters, community toilets, water supply, drainage, sewage, roads and bridges. The said authority may also permit construction of schools and dispensaries, for local inhabitants of the area, for those panchayats the major part of which falls within CRZ if no other area is available for construction of such facilities].

(iv) Reconstruction/alterations of an existing authorized building permitted subject to (i) to (iii) above.

CRZ-IV:

Andaman & Nicobar Islands.— (i) No new construction of buildings shall be permitted within 200 meters of the HTL.

(ii) The buildings between 200 and 500 meters from the High Tide Line shall not have more than 2 floors (ground floor and first floor), the total covered area on all floors shall not be more than 50 percent of the plot size and the total height of construction shall not exceed 9 meters.

(iii) The design and construction of buildings shall be consistent with the surrounding landscape and local architectural style.

(iv)(a) Corals from the beaches and coastal waters shall not be used for construction and other purposes.

*(b) Sand may be used from the beaches and coastal waters, only for construction purpose upto the 30th day of September 2000 and thereafter it shall not be used for construction and other purposes.]

(v) Dredging and underwater blasting in and around coral formations shall not be permitted; and

(vi) However, in some of the islands, coastal stretches may also be classified into categories CRZ-I or II or III with the prior approval of Ministry of Environment and Forests and in such designated stretches, the appropriate regulations given for respective Categories shall apply.

Lakshadweep and small Islands. - (i) For permitting construction of buildings the distance from the High Tide Line shall be decided depending on the size of the islands. This shall be laid down for each island, in consultation with the experts and with approval of the Ministry of Environment and Forests, keeping in view the land use requirements for specific purposes vis-a-vis local conditions including hydrological aspects erosion and ecological sensitivity;

(ii) The buildings within 500 meters from the HTL shall not have more than 2 floors (ground floor and 1st floor), the total covered area on all floors shall not be more than 50 per cent of the plot size and the total height of construction shall not exceed 9 meters;

(iii) The design and construction of buildings shall be consistent with the surroundings landscape and local architectural style;

(iv) Corals and sand from the beaches and coastal waters shall not be used for construction and other purposes;

(v) Dredging and underwater blasting in and around coral formations shall not be permitted; and

(vi) However, in some of the islands, coastal stretches may also be classified into categories CRZ-I or II or III, with the prior approval of Ministry of Environment and Forests and in such designated stretches, the appropriate regulations given for respective Categories shall apply.

C. GUIDELINES FOR DEVELOPMENT OF BEACH RESORTS/HOTELS IN THE DESIGNATED AREAS OF CRZ-III FOR TEMPORARY OCCUPATION OF TOURIST/VISITORS, WITH PRIOR APPROVAL OF THE MINISTRY OF ENVIRONMENT & FORESTS

7(1) Construction of beach resorts/hotels with prior approval of MEF in the designated areas of CRZ-III for temporary occupation of tourists/visitors shall be subject to the following conditions:

(1) the project proponents shall not undertake any construction within 200 meters in the land ward side from the High Tide Line and within the area between the Low Tide and High Tide Lines;]

(ia) live fencing and barbed wire fencing with vegetative cover may be allowed around private properties subject to the condition that such fencing shall in no way hamper public access to the beach;]

(ib) no flattening of sand dunes shall be carried out;

(ic) no permanent structures for sports facilities shall be permitted except construction of goal posts, net posts and lamp posts.

(id) construction of basement may be allowed subject to the condition that no objection certificate is obtained from the State Ground Water Authority to the effect that such construction will not adversely affect free flow of ground water in that area. The State Ground Water Authority shall take into consideration the guidelines issued by the Central Government before granting such no objection certificate.

Explanation. - Though no construction is allowed in the no development zone for the purpose of calculation of FSI, the area of entire plot including the portion which falls within the no development zone shall be taken into account.

(i) The total plot size shall not be less than 0.4 hectares and the total covered area on all floors shall not exceed 33 per cent. of the plot size i.e. the FSI shall not exceed 0.33. The open area shall be suitably landscaped with appropriate vegetal cover;

(ii) The construction shall be consistent with the surrounding landscape and local architectural style;

(iii) The overall height of construction upto highest ridge of the roof, shall not exceed 9 meters and the construction shall not be more than 2 floors (ground floor plus one upper floor);

(iv) Ground water shall not be tapped within 200 m. of the HTL; within the 200 meters - 500 meters zone, it can be tapped only with the concurrence of the Central/State Ground Water Board;

(v) Extraction of sand, levelling or digging of sandy stretches except for structural foundation of building swimming pool shall not be permitted within 500 meters of the High Tide Line;

(vi) The quality of treated effluents, solid wastes, emissions and noise levels, etc. from the project area must confirm to the standards laid down by the competent authorities including the Central/State Pollution Control Board and under the Environment (Protection) Act, 1986;

(vii) Necessary arrangements for the treatment of the effluents and solid wastes must be made. It must be ensured that the untreated effluents and solid wastes are not discharged into the water or on the beach; and no effluents/solid waste shall be discharged on the beach;

(viii) To allow public access to the beach, at least a gap of 20 meters width shall be provided between any two hotels/beach resorts; and in no case shall gaps be less than 500 meters apart; and

(ix) If the project involves diversion of forest land for non-forest purposes, clearance as required under the Forest (Conservation) Act, 1980 shall be obtained. The requirement of other Central and State laws as applicable to the project shall be met with.

(x) Approval of the State/Union Territory Tourism Department shall be obtained.

7(2). In ecologically sensitive areas (such as marine parks, mangroves, coral reefs, breeding and spawning grounds of fish, wildlife habitats and such other areas as may be notified by the Central/State Government/Union Territories) construction of beach resorts/hotels shall not be permitted.

[See paragraph 2, sub-paragraph (ii)]

List of petroleum products permitted for storage in Coastal Regulations Zone except CRZ I - (i)

- (i) Crude Oil;
- (ii) Liquefied Petroleum Gas;
- (iii) Motor Spirit;
- (iv) Kerosene;
- (v) Aviation Fuel;
- (vi) High Speed Diesel;
- (vii) Lubrication Oil;
- (viii) Butane;
- (ix) Propane;
- (x) Compressed Natural Gas;
- (xi) Naphtha;
- (xii) Furnace Oil;
- (xiii) Low Sulphur Heavy Stocks
- (xiv) Liquefied Natural Gas (LNG)

Annexure - II

27. II.

PROCEDURE FOR OBTAINING CONVERSION SANAD AND GUIDELINES FOR CALCULATING CONVERSION FEES

A. PROCEDURE FOR OBTAINING CONVERSION SANAD:

(a) Every person, intending to use the land for the purpose different from use specified under the Land

Revenue Code, shall apply to the appropriate authority for grant of Conversion Sanad to change the use of land.

(b) The application, in the prescribed form, shall be submitted to the Deputy Collector under whose jurisdiction the area falls. The application shall be in triplicate and shall be accompanied with the following documents -

(i) Survey plan in original and three blue prints with area marked which is proposed to be converted.

(ii) Survey Form (Form B or Form I & XIV as applicable) in original and three Xerox copies duly attested by a Notary.

(iii) Copy of Ownership documents duly attested by a Notary.

(iv) Recommendation from Planning and Development Authority or Town and Country Planning Department, under whose jurisdiction the area falls, giving the following information:- (a) Zone in which the area falls and the permissible FAR. (b) Suitability of access (c) Calculation of area for conversion, as per drawings.

Note:- Development Permission granted by PDA or Technical Clearance granted by TCPD shall be deemed as recommendation for grant of Sanad.

(c) On receipt of the application, the Dy. Collector shall forward one copy of the application alongwith one set of accompanying documents to the respective Mamlatdar for his report, only in cases where there are tenants or mundcars recorded in Form I & XIV or Form B.

(d) The Mamlatdar shall carryout necessary inspections/investigations and submit his report to the Dy. Collector to confirm (a) whether or not the mundcarial or tenancy rights are fully protected (b) that the area proposed for conversion is not part of a tenanted field acquired under tenancy rights.

(e) On receipt of the report of the Mamlatdar and PDA or TCPD, the Dy. Collector shall intimate his decision to the applicant. If the request is granted, the applicant shall be advised of the fees to be paid, within a period of fifteen days.

(f) On payment of fees by the applicant, the Dy. Collector shall issue the Conversion Sanad. **The Sanad shall have a minimum validity of three years to begin the work.**

Notes:- (1) This procedure eliminates the present step of any reference to Land Survey Department, since the extent of area to be converted is indicated in the plan submitted alongwith the application which shall be checked by the PDA or TCPD. The same plan shall form part of the Sanad.

(2) If required, a copy of this plan shall be endorsed to the respective Inspector of Land Survey for updating their records.

B GUIDELINES FOR CALCULATING CONVERSION FEES

(a) Fees for the conversion shall be based on the zone to which the change is granted. This should be in accordance with the recommendations of the Planning and Development Authority or Town and Country Planning Department in their recommendation. Sub-division of Land in residential zone shall be considered as Commercial activity and charged at rates applicable to Commercial zone.

(b) Fees shall be streamlined depending on the benefits accrued in the respective zone i.e., higher FAR areas should be charged higher fees. The Schedule of fees shall be in the following order: - C1, C2, C3, S1, S2, S3, S4, and I.

(c)(i) In case of sub-divisions of land, areas reserved as open spaces and roads due to the planning requirements shall be excluded from the chargeable areas, entire area of all plots shall be chargeable.

(ii) In case of large properties where only individual construction is undertaken, either new or extensions to existing, the area chargeable shall be the area of construction and the setback area as per planning requirements.

Annexure - III

27. III.

ADDITIONAL FIRE PROTECTION AND FIRE SAFETY REQUIREMENTS

1. **Scope.**— This part covers the requirements of the fire protection for the multi-storeyed buildings (high rise buildings) and the buildings, which are of 15.00 meters and above in height and low occupancies of categories such as Assembly, Institutional, Educational (more than two storied and built-up area exceeds 1000 sq. m.). Business (where plot area exceeds 500 sq. m.), Mercantile (where aggregate covered area exceeds 750 sq. m.), Hotel, Hospital, Nursing Homes, Underground Complexes, Industrial Storage, Meeting/Banquet Halls, Hazardous Occupancies.

2. **Procedure for clearance from fire service.**— (a) The Applicant shall refer the building plans to the Chief Fire Officer for obtaining clearance in respect of building identified in Clause-1 above.

(b) The Applicant shall furnish three sets of complete building plans alongwith prescribed fee to the Chief Fire Officer, after ensuring that the proposals are in line with ODP/Zoning Plan of the area.

(c) The plans shall be clearly marked and indicate the complete fire protection arrangements and the means of access/escape for the proposed building with suitable legend alongwith standard signs and symbols on the drawings. The same shall be duly signed/ Certified by a licensed Fire Consultant/Architect. The information regarding fire safety measures shall be furnished as per Annexure alongwith details.

(d) The Chief Fire Officer shall examine these plans to ensure that they are in accordance with the provisions of fire safety and means of escape as per these bye-laws and shall forward two sets of plans duly signed for implementation to the building sanctioning Authority.

(e) After completion of fire fighting installations as approved and duly tested and certified by the licensed Fire Consultant/Architect, the Owner/Builder of the building shall approach the Chief Fire Officer through the concerned Authority for obtaining clearance from fire safety and means of escape point of view. The concerned Authority shall ensure that clearance from Chief Fire Officer has been obtained for the building identified in Clause-1 above, before granting the Completion Certificate.

(f) On receipt of the above request, the Chief Fire Officer shall issue the No Objection Certificate from fire safety and means of escape point of view after satisfying himself that the entire fire protection measures are implemented and functional as per approved plans.

(g) Any deficiencies observed during the course of inspection shall be communicated to the concerned building owner/builder for rectification and a copy of the same shall be forwarded to the Authority.

3. **Renewal of fire clearance.**— On the basis of undertaking given by the Fire Consultant/Architect, the Chief Fire Officer shall renew the fire clearance in respect of the following buildings on annual basis:-

- (a) Public entertainment and assembly
- (b) Hospitals
- (c) Hotels
- (d) Underground shopping complex

4. **Fee.**— For augmentation of fire service facilities for effecting rescue/fire fighting operation in high rise building, fee payable to Chief Fire Officer by the applicant(s) alongwith sets of plans for obtaining the No Objection Certificate shall be as prescribed by the Authority.

5. **Fire Consultant.**— The Architect of the project will be responsible for making provisions for fire protection and fire fighting measure as provided in this Chapter and for that she/he may consult an expert in this field, as in

case of other professionals for structural, sanitary and others.

6. Terminology.— For the purpose of this Chapter all the technical terms shall have the meaning as defined in National Building Code of India, Part-IV, Fire Protection as amended from time to time but for the terms which are defined otherwise in these Regulations.

7. General.— The Chief Fire Officer may insist on suitable provisions in the building from fire safety and means of escape point of view depending on the occupancy, height or on account of new developments creating special fire hazard, in addition to the provision of these Regulations and Part IV (Fire Protection) of National Building Code of India.

8. Means of access.— As provided in these Regulations.

8.1. Provision of Exterior set-backs around the Building.— As provided in these Regulations.

9. Exit Requirement.— As provided in these Regulations.

10. Fire Escapes or External Stairs.— (a) Fire escape shall not be taken into account while calculating the number of staircases for a building.

(b) All fire escapes shall be directly connected to the ground.

(c) Entrance to the fire escape shall be separate and remote from internal staircase.

(d) The route to fire escape shall be free of obstructions at all times except the doorway leading to the fire escape which shall have the required fire resistance.

(e) Fire escape shall be constructed of non-combustible materials.

(f) Fire escape stairs shall have straight flight not less than 125 cm. wide with 25 cm. treads and risers not more than 19 cm.

(g) Handrails shall be at a height not less than 100 cm.

(h) Fire escape staircase in the mercantile, business, assembly, hotel buildings above 24 m. height shall be a fire tower and in such a case width of the same shall not be less than the width of the main staircase. No combustible material shall be allowed in the fire tower.

Spiral Stairs.— (a) The use of spiral staircase shall be limited to low occupant load and to a building height 9 m.

(b) A spiral stair shall not be less than 150 cm. in diameter and shall be designed to give the adequate headroom.

Staircase Enclosures.— (a) The external enclosing walls of the staircase shall be of the brick or the R.C.C. construction having fire resistance of not less than two hours. All enclosed staircases shall have access through self-closing door of one-hour fire resistance. These shall be single swing doors opening in the direction of the escape. The door shall be fitted with the check action door closers.

(b) The staircase enclosures on the external wall of the building shall be ventilated to the atmosphere at each landing.

(c) Permanent vent at the top equal to the 5% of the cross sectional area of the enclosure and openable sashes at each floor level with area equal to 1 to 15% of the cross sectional area of the enclosure on external shall be provided. The roof of the shaft shall be at least 1 m. above the surrounding roof. There shall be no glazing or the glass bricks in any internal closing wall of staircase. If the staircase is in the core of the building and cannot be ventilated at each landing, a positive of 5-mm. w.g. by an electrically operated blower/blowers shall be maintained.

(d) The mechanism for pressurizing the staircase shaft shall be so installed that the same shall operate automatically on fire alarm system/sprinkler system and be provided with manual operation facilities.

Ramps.— (a) Ramps of slope of not more than 1 in 10 may be substituted for and shall comply with all the applicable requirements of all required stairways as to enclosure capacity and limiting dimensions. Larger slopes shall be provided for special uses but in no case greater than 1 in 8. For all slopes exceeding 1 in 10 and where the use is such as to involve danger of slipping, the ramp shall be surfaced with approved non-slipping material.

(b) The minimum width of the ramps in the Hospitals shall be 2.4 m. and in the basement using car parking shall be 6.0 m.

(c) Handrails shall be provided on both sides of the ramp.

(d) Ramp shall lead directly to outside open space at ground level or courtyards of safe place.

(e) For building above 24.0 m. in height, access to ramps from any floor of the building shall be through smoke fire check door.

(f) In case of nursing homes, hospitals etc. area exceeding 300 sq. m. at each floor one of the exit facility shall be a ramp of not less than 2.4 m. in width.

Provision of lifts.— (a) Provision of the lifts shall be made for all multi-storeyed building having a height of 15.0 m. and above.

(b) All the floors shall be accessible for 24 hrs. by the lift. The lift provided in the buildings shall not be considered as a means of escape in case of emergency.

(c) Grounding switch at ground floor level to enable the fire service to ground the lift car in case of emergency shall also be provided.

(d) The lift machine room shall be separate and no other machinery be installed in it.

15. *Lift Enclosures/Lift*.— General Requirements shall be as follows:

(a) Walls of lift enclosures shall have a fire rating of two hours. Lift shafts shall have a vent at the top of area not less than 0.2 sq. m.

(b) Lift motor room shall be located preferably on top of the shaft and separated from the shaft by the floor of the room.

(c) Landing door in lift enclosures shall have a fire resistance of not less than one hour.

(d) The number of lifts in one lift bank shall not exceed four. A wall of two hours fire rating shall separate individual shafts in a bank.

(e) Lift car door shall have a fire resistance rating of 1 hour.

(f) For buildings 15.0 m. and above in height, collapsible gates shall not be permitted for lifts and solid doors with fire resistance of at least one hour shall be provided.

(g) If the lift shaft and lobby is in the core of the building a positive pressure between 25 and 30 pa shall be maintained in the lobby and a possible pressure of 50 pa shall be maintained in the lift shaft. The mechanism for the pressurization shall act automatically with the fire alarm/sprinkler system and it shall be possible to operate this mechanically also.

(h) Exit from the lift lobby, if located in the core of the building, shall be through a self-closing fire smoke check door of one-hour fire resistance.

(i) Lift shall not normally communicate with the basement. If however, lifts are in communication, the lift lobby of the basement shall be pressurized as in (g) with self closing door as in (h).

(j) Grounding switch(es), at ground floor level shall be provided to enable the fire service to ground the lifts.

(k) Telephone/talk back communication facilities may be provided in lift cars for communication system and lifts shall be connected to the fire control room of the building.

(l) Suitable arrangements such as providing slope in the floor of the lift lobby shall be made to prevent water used during fire fighting, etc. at any landing from entering the lift shafts.

(m) A sign shall be posted and maintained on every floor at or near the lift indicating that in case of fire, occupants shall use the stairs unless instructed otherwise. The sign shall also contain a plan for each floor showing the location of the stairways. Floor marking shall be done at each floor on the wall in front of the lift-landing door.

(n) Alternate power supply shall be provided in all the lifts.

16. *Fire Lift*.— Following details shall apply for a fire lift in addition to above requirements:

(a) To enable fire service personnel to reach the upper floors with the minimum delay, one or more of the lifts shall be so designed so as to be available for the exclusive use of the fireman in an emergency and be directly accessible to every dwelling/lettable floor space on each floor.

(b) The lift shall have a floor area of not less than 1.4 sq.mt. It shall have a loading capacity of not less than 545 kg. (8 persons lift) with automatic closing doors.

(c) The electric supply shall be on a separate service from electric supply mains in a building and the cables run in a route safe from fire that is within a lift shaft. Lights and fans in the elevator having wooden paneling or sheet steel construction shall be operated on 24-volt supply.

(d) In case of failure of normal electric supply, it shall automatically switchover to the alternate supply. For apartment houses, this changeover of supply could be done through manually operated changeover switch. Alternatively, the lift should be so wired that in case of power failure, it comes down at the ground level and comes to stand still with door open.

(e) The operation of a fire lift shall be by a single toggle of two-button switch situated in a glass-fronted box adjacent to the lift at the entrance level. When the switch is on landing; call points will become inoperative and the lift will be on car control only or on a priority control device. When the switch is off, the lift will return to normal working. This lift can be used by the occupants in normal times.

(f) The words "FIRE LIFT" shall be conspicuously displayed in fluorescent paint on the lift landing doors at each floor level.

(g) The speed of the fire lift shall be such that it can reach to the top floor from ground level within one minute.

17. *Basement: (As provided under Annexure-VI at 27.VI.)*

Requirements— (a) The access to the basement shall be either from the main or alternate staircase providing access and exit from higher floors. Where the staircase is continue the same shall be enclosed type serving as a fire

separation from the basement floor and higher floors. Open ramps shall be permitted if they are constructed within the building line subject to the provision of the sub-clause (d) above.

(b) In case of basement for office, sufficient number of exit ways and access ways shall be provided with a travel distance not more than 15.0 m. The travel distance in case of dead-end shall be 7.5 m.

(c) The basement shall be partitioned and in no case compartment shall be more than 500 sq. m. and less than 50 sq. m. area except parking. Each compartment shall have ventilation standards as laid down in Regulations separately and independently. The partition shall be made in consultation with Chief Fire Officer.

(d) The first basement (immediately below ground level) can be used for services/parking/other permissible services. Lower basement, if provided, shall exclusively be used for car parking only.

(e) Each basement shall be separately ventilated. Vents with cross-sectional area (aggregate) not less than 2.5 percent of the floor area spread evenly round the perimeter of the basement shall be provided in the form of grills or breakable starboard lights or pavement lights or by way of shafts. Alternatively a system of air inlets shall be provided at basement floor level and smoke outlets at basement ceiling level. Inlets and extracts may be terminated at ground level with starboard or pavement lights as before. But ducts to convey fresh air to the basement floor level have to be laid. Starboard and pavement lights should be in positions easily accessible to the firemen and clearly marked "SMOKE OUTLET" or AIR INLET" with an indication of area served at or near the opening.

(f) The staircase of basement shall be of enclosed type having fire resistance of not less than two hours and shall be situated at the periphery of the basement to be entered at ground level only from the open air and in such positions that smoke from any fire in the basement shall not obstruct any exit serving the ground and upper stories of the building and shall communicate with basement through a lobby provided with fire resisting self closing door of one hour rating. In case of basement being used as car parking only, the travel distance shall be 45 m.

(g) In multi-storeyed basements, intake duct may serve all basements levels, but each basement and basement compartment shall have separate smoke outlet duct or ducts. Mechanical extractors for smoke venting system from lower basement levels shall also be provided. The system shall be of such design as to operate on actuation of smoke, heat sensitive detectors/sprinklers, if installed, and shall have a considerably superior performance compared to the standard units. It shall also have an arrangement to start it manually.

(h) Mechanical extractors shall have an internal locking arrangement so that extractors shall continue

to operate and supply fans shall stop automatically with the actuation of fire detectors. Mechanical extractors shall be designed to permit 30 air changes per hour in case of fire or distress call. However, for normal operation, only 30 air changes or any other convenient factor can be maintained.

(i) Mechanical extractors shall have an alternate source of power supply.

(j) Ventilating ducts shall be integrated with the structure and made out of brick masonry or RCC as far as possible and when this duct crosses the transformer area of electrical switchboard, fire dampers shall be provided.

(k) Kitchens working on gas fuel shall not be permitted in basement/sub-basement.

(l) If cutouts are provided from basement to the upper floors or to the atmosphere, all side cutout openings in the basements shall be protected by sprinkler heads at closed spacing so as to form a water curtain in the event of a fire.

(m) Dewatering pump shall be provided in all basements.

18. *Provision of Helipad.*— All high-rise buildings 50 m. and above shall have provision for a Helipad on the terrace. The same shall be approved by the Authority.

19. *Service Ducts/Refuge Chute.*— (a) Service duct shall be enclosed by walls and door, if any, of 2 hours fire rating. If ducts are larger than 10 sq. m. the floor should seal them, but provide suitable opening for the pipes to pass through, with the gaps sealed.

(b) A vent opening at the top of the service shaft shall be provided between one-fourth and one-half of the area of the shaft. Refuge chutes shall have an outlet at least of wall of non-combustible material with fire resistance of not less than two hours. They shall not be located within the staircase enclosure or service shafts or air-conditioning shafts. Inspection panel and door shall be tight fitting with 1 hour fire resistance; the chutes should be as far away as possible from exits.

(c) Refuge chutes shall not be provided in staircase walls and A/C shafts etc.

20. *Electrical Services:*

Electrical Services shall conform to the following.— (a) The electric distribution cables/wiring shall be laid in a separate duct shall be sealed at every floor with non-combustible material having the same fire resistance as that of the duct. Low and medium voltage wiring running in shaft and in false ceiling shall run in separate conduits.

(b) Water mains, telephone wires, inter-com lines, gas pipes or any other service lines shall not be laid in ducts for electric cables.

(c) Separate conduits for water pumps, lifts, staircases and corridor lighting and blowers for pressurizing system shall be directly from the main switch panel and these circuits shall be laid in separate conduit pipes, so that fire in one circuit will not affect the others. Master switches controlling essential service circuits shall be clearly labelled.

(d) The inspection panel doors and any other opening in the shaft shall be provided with airtight fire doors having fire resistance of not less than 1 hour.

(e) Medium and low voltage wiring running in shafts, and within false ceiling shall run in metal conduits. Any 230 voltage wiring for lighting or other services, above false ceiling should have 660V grade insulation. The false ceiling including all fixtures used for its suspension shall be of non-combustible material.

(f) An independent and well-ventilated service room shall be provided on the ground floor with direct access from outside or from the corridor for the purpose of termination of electrical supply from the licenses service and alternative supply cables. The doors provided for the service room shall have fire resistance of not less than 1 hour.

(g) MCB and ELCB shall be provided for electrical circuit.

21. Staircase and Corridor Lights. - The staircase and corridor lighting shall be on separate circuits and shall be independently connected so that it could be operated by one switch installation on the ground floor easily accessible to fire fighting staff at any time irrespective of the position of the individual control of the light points, if any. It should be of miniature circuit breaker type of switch so as to avoid replacement of fuse in case of crisis.

(a) Staircase and corridor lighting shall also be connected to alternate source of power supply.

(b) Suitable arrangement shall be made by installing double throw switches to ensure that the lighting installed in the staircase and the corridor does not get connected to two sources of supply simultaneously. Double throw switch shall be installed in the service room for terminating the stand by supply.

(c) Emergency lights shall be provided in the staircase and corridor.

22. Air-Conditioning. - (a) Air-conditioning system should be installed and maintained so as to minimize the danger of spread of fire, smoke or fumes thereby from one floor of fire area to another or from outside into any occupied building or structure.

(b) Air -Conditioning systems circulating air to more than one floor area should be provided with dampers designed to close automatically in case of fire and thereby prevent spread of fire or smoke. Such a system should also be provided with automatic controls to stop

fans in case of fire, unless arranged to remove smoke from a fire, in which case these should be designed to remain in operation.

(c) Air-conditioning system serving large places of assembly (over one thousand persons), large departmental stores, or hostels with over 100 rooms in a single block should be provided with effective means for preventing circulation of smoke through the system in the case of fire in air filters or from other sources drawn into the system even though there is insufficient heat to actuate heat smoke sensitive devices controlling fans or dampers. Such means shall consist of approved effective smoke sensitive controls.

22.1. Air-Conditioning should conform to the following. - (a) Escape routes like staircase, common corridors, lift lobbies; etc should not be used as return air passage.

(b) The ducting should be constructed of metal in accordance with IS 655:1963

(c) Wherever the ducts pass through fire walls or floor, the opening around the ducts should be sealed with fire resisting material of same rating as of walls/floors.

(d) Metallic ducts should be used even for the return air instead of space above the false ceiling.

(e) The material used for insulating the duct system (inside or outside) should be of flame resistant (IS 4355:1977) and non-conductor of heat.

(f) Area more than 750 sq. m. on individual floor should be segregated by a firewall and automatic fire dampers for isolation should be provided.

(g) In case of more than one floor, arrangement by way of automatic fire dampers for isolating the ducting at every floor from the floor should be made. Where plenums used for return air passage, ceiling and its features and air filters of the air handling units, these should be flame resistant. Inspection panels should be provided in the main trenching. No combustible material should be fixed nearer than 15 cm. to any duct unless such ducting is properly enclosed and protected with flame resistant material.

(h) In case of buildings more than 24 m. in height, in non-ventilated lobbies, corridors, smoke extraction shaft should be provided.

23. Fire Dampers. - (a) These shall be located in air ducts and return air ducts/passages at the following points:

(i) At the fire separation wall.

(ii) Where ducts/passages enter the central vertical shaft.

(iii) Where the ducts pass through floors.

(iv) At the inlet of supply air duct and the return air duct of each compartment on every floor.

(b) The dampers shall operate automatically and shall simultaneously switch off the air-handling fans. Manual operation facilities shall also be provided.

Note :- For blowers, where extraction system and dust accumulators are used, dampers shall be provided.

(c) Fire/smoke dampers (for smoke extraction shafts) for building more than 24 m. in height. For apartment houses in non-ventilated lobbies/corridor operated by detection system and manual control sprinkler system. For other buildings on operation of smoke/heat detection system and manual control/sprinkler system.

(d) Automatic fire dampers shall be so arranged so as to close by gravity in the direction of air movement and to remain tightly closed on operation of a fusible link.

24. Boiler Room. — Provisions of boiler and boiler rooms shall conform to Indian Boiler Act. Further, the following additional aspects may be taken into account in the location of boiler/boiler room.

(a) The boiler shall not be allowed in sub-basement, but may be allowed in the basement away from the escape routes.

(b) The boilers shall be installed in a fire resisting room of 4 hours fire resistance rating, and this room shall be situated on the periphery of the basement. Catch pits shall be provided at the low level.

(c) Entry to this room shall be provided with a composite door of 2 hours fire resistance.

(d) The boiler room shall be provided with fresh air inlets and smoke exhaust directly to the atmosphere.

(e) The furnace oil tank for the boiler if located in the adjoining room shall be separated by fire resisting wall of 4 hours rating. The entrance to this room shall be provided with double composite doors. A curb of suitable height shall be provided at the entrance in order to prevent the flow of oil into boiler room in case of tank rupture.

(f) Foam inlets shall be provided on the external walls of the building near the ground level to enable the fire services to use foam in case of fire.

25. Alternate source of electric supply. — A stand by electric generator shall be installed to supply power to staircase and corridor lighting circuits, lifts detection system, fire pumps, pressurization fans and bowlers, P.A. system, exit sign, smoke extraction system, in case of failure of normal electric supply. The generator shall be capable of taking starting current of all the machines and circuits stated above simultaneously. If the standby pump is driven by diesel engine, the generator supply need not

be connected to the standby pump. The generator shall be automatic in operation.

26. Safety Measures in Electric Sub-station. — (a) Clear independent approach to the sub-station from outside the building shall be made available round the clock.

(b) The approaches/corridors to the sub-station area shall be kept clear for movement of men and material at all times.

(c) The sub-station space is required to be provided with proper internal lighting arrangements.

(d) In addition to natural ventilation proper ventilation to the sub-station area is to be provided by grill shutters and exhaust fans at suitable places so as to discharge all smoke from the sub-station without delay in case of fire so that sub-station operations can be carried out expeditiously.

(e) Cable trenches of 0.6 m. X 0.6 m. dummy floor of 0.6 mt. depth shall be provided to facilitate laying of cable inside the building for connecting to the equipment.

(f) Steel shutters of 8'X 8' with suitable grills shall be provided for transformers and sub-station room.

(g) The floor of the sub-station should be capable of carrying 10 tons of transformer weight on wheels.

(h) Built up sub-station space is to be provided free of cost.

(i) Sub-station space should be clear from any water, sewer, air conditioning and gas pipe or telephone services. No other service should pass through the sub-station space or the cable trenches.

(j) Proper ramp with suitable slope may be provided for loading and unloading of the equipment and proper approach will be provided.

(k) RCC pipes at suitable places as required will be provided for the cable entries to the sub-station space and making suitable arrangement for non-ingress of water through these pipes.

(l) The sub-station space is to be provided in the approved/sanctioned covered area of the building.

(m) Any other alteration/modification required while erection of the equipment will be made by the Owner/builder at site as per requirement.

(n) Adequate arrangement for fixing chain pulley block above the fixing be available for load of 15 tons.

(o) Provision shall be kept for the sumps so as to accommodate complete volume of transformer oil, which can spillover in the event of explosion of the transformer in the basement of the building. Sufficient

arrangement should exist to avoid fire in the sub-station building from spread of the oil from the sumps.

(p) Arrangement should be made for the provision of fire retardant cables so as to avoid chances of spread of fire in the sub-station building.

(q) Sufficient pumping arrangement should exist for pumping the water out, in case of fire so as to ensure minimum loss to the switchgear and transformer.

(r) No combustible material should be stacked inside the sub-station premises or in the vicinity to avoid chances of fire.

(s) It should be made mandatory that the promoters of the multi-storeyed building should get sub-station premises inspected once a year to get their license revalidated for the provision of electric supply from Electricity Board so that suitable action can be taken against the Owner/Builder in case of non-implementation of these Regulations.

(t) The sub-station can be located in the first basement and cannot be located below the first basement and above the ground floor.

(u) The sub-station space should be totally segregated from the other areas of the basement by fire resisting wall. The ramp should have a slope of 1:10 with entry from ground level. The entire sub-station space including the entrance at ground floor be handed over to the licensee of electricity free of cost and rent.

(v) The sub-station area shall have a clear height of 12 feet (3.65 m.) below beams. Further the sub-station area will have level above the rest of basement level by 2 feet.

(w) It is to be ensured that the sub-station area is free of seepage/leakage of water.

(x) The licensee of electricity will have the power to disconnect the supply of the building in case of violation of any of the above points.

(y) Electric sub-station enclosure must be completely segregated with 4 hours fire rating wall from remaining part of basement.

(z) The sub-station should be located on periphery / sub-basement and not above ground floor.

(aa) Additional exit shall be provided if travel distance from farthest corner to ramp is more than 15m.

(bb) Perfect independent vent system 30 air changes per hour linked with detection as well as automatic high velocity water spray system shall be provided.

(cc) All the transformers shall be protected with high velocity water spray system / Nitrogen Injection System

Carbon Dioxide total flooding system in case of oil filled transformer. In addition to this, manual control of auto high velocity spray system for individual transformers shall be located outside the building at ground floor.

(dd) Suitable arrangement for pump house, water storage tanks with main electrical pump and a diesel-operated pump shall be made if no such arrangement is provided in the building. In case the water pumping facilities are existing in the building for sprinkler system, the same should however be utilized for high velocity water spray system. Alternatively automatic CO2 total flooding system shall be provided with manual controls outside the electric sub-station.

(ee) System shall have facility to give an audio alarm in the basement as well as at the control room.

(ff) Fire control room shall be manned round the clock.

(gg) The electric sub-station shall have electric supply from alternate source for operation of vent system lighting arrangements.

(hh) Cable trenches shall be filled with sand.

(ii) Party walls shall be provided between two transformers as per the rules.

(jj) Electric control panels shall be segregated.

(kk) Exits from basement electric sub-station shall have self-closing fire smoke check doors of 2-hours fire rating near entry to ramp.

(ll) All openings to lower basement or to ground floor shall be sealed properly.

(mm) Yearly inspection shall be carried out by electrical load sanctioning Authority.

(nn) Ramp to be designed in a manner that in case of fire no smoke should enter the main building.

(oo) Electric sub-station transformer shall have clearance on all sides as per BBL/relevant electric rules.

(pp) Other facility will be as per these Regulations and relevant electric rules.

(qq) Rising electrical mains shall consist of metal bus bars suitably protected from safety point of view.

(rr) Oil less transformer shall be preferred.

27. Fire Protection Requirements. - Buildings shall be planned, designed and constructed to ensure fire safety and this shall be done in accordance with part IV Fire Protection of National Building Code of India, unless otherwise specified in these Regulations. In the case of buildings identified in Clause-1 of this Annexure-III, the building schemes shall also be cleared by the Chief Fire Officer.

28. First Aid/Fixed Fire Fighting/Fire Detection Systems and other facilities. — Provision of fire safety arrangement for different occupancy from Sr. No. 1 to 23 as indicated below shall be as per the National Building Code of India Part-4 Fire & Life Safety.

- 1 Access
- 2 Wet Riser
- 3 Down Comer
- 4 Hose Reel
- 5 Automatic Sprinkler System
- 6 Yard Hydrant
- 7 U.G. Tank with Draw off Connection
- 8 Terrace Tanks
- 9 Fire Pump
10. Terrace Pump
11. First Aid Fire Fighting Appliances
12. Auto Detection System
13. Manual Operated Electrical Fire Alarm System
14. P.A System with talk back facility
15. Emergency Light
16. Auto D.G. Set
17. Illuminated Exit Sign
18. Means of Escape
19. Compartmentation
20. MCB /ELCB
21. Fire Man Switch in Lift
22. Hose Boxes with Delivery Hoses and Branch
23. Pipes Refuge Area.

Note:- (1) Where more than one riser is required because of large floor area, the quantity of water and pump capacity recommended in these Annexure should be finalized in consultation with Chief Fire Officer.

(2) The above quantities of water shall be exclusively for fire fighting and shall not be utilized for domestic or other use.

(3) A facility to boost up water pressure in the riser directly from the mobile pump shall be provided in the wet riser, down comer system with suitable fire service inlets (collecting head) with 2 to 4 numbers of 63 mm. inlets for 100-200 mm. dia main, with check valve and a gate valve.

(4) Internal diameter of rubber hose for reel shall be minimum 20 mm. A shut off branch with nozzle of 5 mm. size shall be provided.

(5) Fire pumps shall have positive suctions. The pump house shall be adequately ventilated by using normal/mechanical means. A clear space of 1.0 m. shall be kept in between the pumps and enclosure for easy movement/maintenance. Proper testing facilities and control panel etc. shall be provided.

(6) Unless otherwise specified in these Regulations, the fire fighting equipments/installation shall conform to relevant Indian Standard Specification.

(7) In case of mixed occupancy, the fire fighting arrangement shall be made as per the highest class of occupancy.

(8) Requirement of water based first aid fire extinguishers shall be reduced to half if hose reel is provided in the Building.

29. Static Water Storage Tank. — (a) A satisfactory supply of water exclusively for the purpose of fire fighting shall always be available in the form of underground static storage tank with capacity specified in National Building Code of India Part-4, with arrangements of replenishment by town's main or alternative source of supply @ 1000 liters per minute. The static storage water supply required for the above mentioned purpose should entirely be accessible to the fire tenders of the local fire service. Provision of suitable number of manholes shall be made available for inspection repairs and insertion of suction hose etc. The covering slab shall be able to withstand the vehicular load of 45 tonnes in case of high rise and 22 tonnes in case of low rise buildings. A draw off connection shall be provided. The slab need not be strengthened if the static tank is not located in mandatory set-back area.

(b) To prevent stagnation of water in the static water tank the suction tank of the domestic water supply shall be fed only through an over flow arrangement to maintain the level therein at the minimum specified capacity.

(c) The static water storage tank shall be provided with a fire brigade collecting branching with 4 Nos. 63 mm. dia instantaneous male inlets arranged in a valve box with a suitable fixed pipe not less than 15 cm. dia to discharge water into the tank. This arrangement is not required where down comer is provided.

30. Automatic Sprinklers. — Automatic sprinkler system shall be installed in the following buildings:

(a) All buildings of 24 m. and above in height, except group housing and 45 m. and above in case of apartment/group housing society building.

(b) Hotels below 15 m. in height and above 1000 sq. m. built up area at each floor and or if basement is existing.

(c) All hotels, mercantile, and institutional buildings of 15 m. and above.

(d) Mercantile building having basement more than one floor but below 15 m. (floor area not exceeding 750 sq m.)

(e) Underground Shopping Complex.

(f) Underground car/scooter parking/enclosed car parking.

(g) Basement area 200 sq. m. and above.

(h) Any special hazards where the Chief Fire Officer considers it necessary.

(i) For buildings up to 24 m. in height where automatic sprinkler system is not mandatory as per these Regulations, if provided with sprinkler installation following relaxation may be considered.

(i) Automatic heat/smoke detection system and M.C.P. need not be insisted upon.

(ii) The number of Fire Extinguisher required shall be reduced by half.

31. Fixed Carbon-di-oxide/Foam/DCO Water Spray Extinguishing System. - Fixed extinguishing installations shall be provided as per the relevant specifications in the premises where use of above extinguishing media is considered necessary by the Chief Fire Officer.

32. Fire Alarm System. - All buildings above 15.00 meters in height shall be equipped with fire alarm system, and also residential buildings (Dwelling House, Boarding House and Hostels) above 24 meters height.

(a) All residential buildings like dwelling houses (including flats) boarding houses and hostels shall be equipped with manually operated electrical fire alarm system with one or more call boxes located at each floor. The location of the call boxes shall be decided after taking into consideration their floor without having to travel more than 22.5 m.

(b) The call boxes shall be of the break glass type without any moving parts, where the call is transmitted automatically to the control room without any other action on the part of the person operating the call boxes.

(c) All call boxes shall be wired in a closed circuit to a control panel in a control room, located as per National Building Code of India Part-4, so that the floor number from where the call box is actuated is clearly indicated on the control panel. The circuit shall also include one or more batteries with a capacity of 48 hours normal working at full load. The battery shall be arranged to be a continuously trickle charged from the electric mains.

(d) The call boxes shall be arranged to sound one or more sounders so as to ensure that all occupants of the floor shall be warned whenever any call box is actuated.

(e) The call boxes shall be so installed that they do not obstruct the exit ways and yet their location can easily be noticed from either direction. The base of the call box shall be at a height of 1.50 meters from the floor level.

(f) All buildings other than as indicated above shall, in addition to the manually operated electrical fire alarm system, be equipped with an automatic fire alarm system.

(g) Automatic detection system shall be installed in accordance with the relevant standard specifications.

In buildings where automatic sprinkler system is provided, the automatic detection system may not be insisted upon unless decided otherwise by the Chief Fire Officer.

Note:- Several type of fire detectors are available in the market but the application of each type is limited and has to be carefully considered in relation to the type of risk and the structural features of the building where they are to be installed.

33. Control Room. - There shall be a control room on the entrance floor of the building with communication system (suitable public address system) to all floors and facilities for receiving the message from different floors. Details of all floor plans alongwith the details of fire fighting equipment and installation shall be maintained in the Control Room. The Control Room shall also have facility to detect the fire on any floor through indicator boards connecting fire detection and alarm system on all floors. The staff in charge of the Control Room shall be responsible for the maintenance of the various services and fire fighting equipment and installation. The Control Room shall be manned round the clock by trained fire fighting staff.

34. Fire Drills and Fire Orders. - The guidelines for fire drill and evacuation etc. for high-rise building may be seen in National Building Code Part 4. All such building shall prepare the fire orders duly approved by the Chief Fire Officer.

35. A qualified fire officer and trained staff shall be appointed for the following buildings. - (a) All high rise buildings above 30.00 meters in height where covered area of one floor exceeds 1000.00 square meters, except apartments/group housing.

(b) All hotels, identified under classification five star and above category by Tourism Department and all hotels above 15.00 meters in height with 150 rooms capacity or more without star category.

(c) All hospital building of 15.00 meters in height and above or having number of beds exceeding 100.

(d) Underground shopping complex where covered area exceeds 1000.00 square meters.

(e) All high hazard industries.

(f) Any other risk which Chief Fire Officer considers necessary.

36. The lightning protection warning light (red) for high-rise buildings shall be provided in accordance with the relevant standard. The same shall be checked by Electricity Department.

37. Material used for construction of building. - (a) The combustible/flammable material shall not be used for partitioning, wall paneling, false ceiling etc. Any material giving out toxic gases/smoke if involved in the

fire shall not be used for partitioning of a floor or wall paneling or a false ceiling etc. The surface frames spread of the lining material shall conform to Class-I of the standard specification. The framework of the entire false ceiling would be provided with metallic sections and no wooden framework shall be allowed for paneling/false ceiling.

(b) Construction features/elements of structures shall conform to National Building Code and BIS code.

L.P.G.— The use of LPG shall not be permitted in the high-rise building except residential/hotel/hostel/ /kitchen/pantry (if any) and shall be located at the periphery of the building on the ground level.

39. House Keeping.— A high standard of house keeping must be insisted upon by all concerned. There must be no laxity in this respect. It must be borne in mind that fire safety is dependent to a large extent upon good housekeeping.

40. Good House-Keeping includes the following.— (a) Maintaining the entire premises in neat and clean condition.

(b) Ensuring that rubbish and combustible material are not thrown about or allowed to accumulate, even in small quantity, in any portion of the building. Particular attention must be paid to corners and places hidden from view.

(c) Providing metal receptacles/waste paper basket (of non-combustible material) at suitable locations for disposal of waste. Separate receptacles must be provided for disposal of cotton rags/waste, wherever it is generated, these must under no circumstances be left lying around in any portion of the building.

(d) Ensuring that receptacles for waste are emptied at regular intervals and the waste removed immediately for safe disposal outside the building.

(e) Ensuring that all doors/fixtures are maintained in good repairs, particular attention must be paid to self-closing fire smoke check doors and automatic fire/ /doors/rolling shutters.

(f) Ensuring that self-closing fire/smoke check doors close properly and that the doors are not wedged open.

(g) Ensuring that the entire structure of the building is maintained in good repairs.

(h) Ensuring that all electrical and mechanical service equipments are maintained in good working condition at all times.

(i) Ensuring that Cars/Scooters etc. are parked systematically in neat rows. It is advisable to mark parking lines on the ground in the parking areas near the building and in the parking area on ground floor

and in basement(s); as applicable, inside the building. A parking attendant must ensure that vehicles are parked in an orderly manner and that the vehicles do not encroach upon the open space surrounding the building.

41. Smoking Restrictions.— (a) Smoking shall be prohibited throughout the basement(s) and in all areas where there is a profusion of combustible materials. Easily readable "NO SMOKING" signs must be conspicuously posted at locations where they can catch the eye. Each sign must also include a pictograph. The sign may also be illuminated.

(b) In all places where smoking is permitted ashtrays, half filled with water, must be placed on each table/at each other suitable locations for safe disposal of spent smoking material. The design of the ashtrays must be such that they cannot easily topple over. If, for any reason, this is not practicable a minimum of one metal bucket or other non-combustible container half filled with water must be provided in each compartment for disposal of spent smoking materials.

42. Limiting the Occupant Loan in Parking and other areas of basement(s).— Where parking facility is provided in the basement(s) no person other than the floor-parking attendant may be allowed to enter and remain in the parking areas except for parking and removal of Cars/ Scooters. Regular offices must not be maintained in the storage/parking area in the basement(s). The stores/ go-downs must be opened for the limited purpose of keeping or removing stores. No person other than those on duty may be permitted in the air-conditioning plant room(s), HL/LT switch room, transformer compartment, control room pump-house, generator room, stores and records, etc.

43. Fire Prevention.— In addition to the measures recommended above, the following fire prevention measures must be implemented when the building is in occupation.

(a) Storage of flammable substances, such as diesel oil, gasoline, motor oils, etc. must not be allowed anywhere within the building. The only exception to this rule may be:

(i) Storage of diesel oil in a properly installed tank in a fire-resisting compartment in the generator room;

(ii) Diesel oil, gasoline, motor oil etc, filled in the vehicle tanks.

(b) Preparation of tea and warming of food must be prohibited throughout the building.

(c) Where heaters are used during winters, the following precautions must be taken.

(i) All heaters, except convector heaters, must be fitted with guards.

(ii) Heaters must not be placed in direct contact with or too close to any combustible material.

(iii) Heaters must be kept away from curtains to ensure that the latter do not blow over the heater accidentally.

(iv) Heaters must not be left unattended while they are switched on.

(v) Defective heaters must be immediately removed from service until they have been repaired and tested for satisfactory performance.

(vi) Use of heaters must be prohibited in the entire basement, fire control room and in all weather maker rooms throughout the building. Also in all places where there is profusion of combustible flammable materials.

(d) Use of candles or other naked light flame must be forbidden throughout the building, except in the offices (for sealing letters only) and kitchen. When candles/spirit lamps are used for sealing letters/packets, extreme care must be taken to ensure that paper does not come in direct contact with the naked flame and the candle/spirit lamp does not topple over accidentally while still lighted. All candles/spirit lamps kitchen fires must be extinguished when no longer required.

(e) Fluorescent lights must not be directly above the open file racks in offices/record rooms. Where this is unavoidable, such lights must be switched on only for as long as they are needed.

(f) Filling up of old furniture and other combustible materials such as scrap paper, rags, etc. must not be permitted anywhere in the building. These must be promptly removed from the building.

(g) More than one portable electrical appliance must not be connected to any single electrical outlet.

(h) Used stencils, ink smeared combustible materials and empty ink tubes must not be allowed to accumulate in rooms/compartments where cyclostyling is done. These must be removed and disposed off regularly.

(i) All shutters/doors of main switch panels and compartments/shafts for electrical cables must be kept locked.

(j) Aisles in record rooms and stores must have a clear uniform width of not less than 1.0 m. Racks must not be placed directly against the wall/partition.

(k) In record rooms, offices and stores, a clear space of not less than 30 cm. must be maintained between the top-most stack of stores/records and the or lighting fittings whichever is lower.

(l) A similar clearance, and at (k) above must be maintained from fire detectors.

(m) Fire detectors must not be painted under any circumstances and must also be kept free from lime/distemper.

(n) Records must not be piled/dumped on the floor.

(o) Welding or use of blow torch shall not be permitted inside the building, except when it is done under strict supervision and in full conformity with the requirements laid down in IS: 3016-1966 code of practice for fire precautions in welding and cutting operation.

(p) Printing ink/oil must not be allowed to remain on the floor, the floor must be maintained in a clean condition at all times.

44. Occupancy Restrictions. - (a) The premises leased to any party shall be used strictly for the purpose for which they are leased.

(b) No dangerous trade/practices (including experimenting with dangerous chemicals) shall be carried on in the leased premises.

(c) No dangerous goods shall be stored within the leased premises.

(d) The common/public corridor shall be maintained free of obstructions, and the lessee shall not put up any fixtures that may obstruct the passage in the corridor and/or shall not keep any wares, furniture or other articles in the corridor.

(e) The penalty for contravention of the condition laid down below must be immediate termination of lease and removal of all offending materials.

(f) Regular inspection and checks must be carried out at frequent intervals to ensure compliance with conditions above.

Annexure - IV

27. IV.

ADDITIONAL REGULATIONS TO PROVIDE FACILITIES IN THE PUBLIC BUILDING EXCLUDING DOMESTIC BUILDINGS FOR HANDICAPPED PERSONS

1. Definitions. - Ambulant Disabled People: Disabled who are able to walk but who may depend on prostheses (Artificial Limbs) orthoses (Calipers), sticks, crutches or walking aids.

Non-Ambulant Disabled People: Disabled people with impairments that confine them to wheel chair.

Wheel Chair: Chair used by disabled people for mobility.

(i) Size of small wheel chair: 750 x 1050 mm.

(ii) Size of large wheel chair: 800 x 1500 mm.

2 Scope.— These Regulations are applicable to public buildings and exclude domestic buildings. Building which shall provide access to ambulant disabled and non-ambulant disabled are listed below. Distinction is made for buildings to be designed for the use of large wheel chairs and small wheel chair.

3 Building to be designed for Ambulant Disabled People.— Higher Secondary School, Conference Hall, Dance Halls, Youth Centers, Youth Clubs, Sport Centers, Sport Pavilions, Boat Club Houses, Ice Rinks, Bowling Centers, Swimming Pools, Police Stations, Law Courts, Courts Houses, Sport Stadiums, Theaters, Concert Halls, Cinemas, Auditoriums, Small Offices (the maximum plinth area 1400 square meters) Snack Bars, Cafes and banqueting rooms (for capacity above 50 dinners).

Note:— (1) In sport stadiums provisions shall be made for non-ambulant spectators (small wheel chair)

(2) @ 1:1000 up to 10,000 spectators and @ 1:2000 for spectators above 10,000.

(3) In Theaters, Concert Halls, Cinemas and Auditoria provisions shall be made for non-ambulant spectators (Small Wheel Chairs) @ 1/250 upto 1000 spectators and 1/500 for spectators above 1000.

4 Building to be designed for Non-Ambulant Disabled People.— Schools for physically handicapped, cremation, buildings as mentioned in 3, Botanical Gardens, Religious Buildings, Old People Clubs, Village Halls, Day Centers, Junior Training Centers, Post Offices, Banks, Dispensaries, Railway Stations, Shops, Super Markets, and Departmental Stores.

Note:— Large wheel chair criteria shall be applicable on ground floors of the following building, post offices, banks, dispensaries, railway station, shops, supermarkets, and departmental stores.

5 Building to be designed for Non-Ambulant People (using small wheel chairs).— Public lavatories in Tourist Sports, Clubs Motels, Professional and Scientific Institution, Museums, Art Galleries, Public Libraries, Laborites, Universities, College for further Education, Teachers Training Colleges, Technical College, Exhibition Halls, Dentist Surgeries, Administrative Department of the Hospitals, Service Stations, Car Parking, Buildings Airports Terminals, Bus Terminals, Factories Employing Handicapped for Sedentary Works, Large Offices, (with plinth area above 1400 sq. mt.), Tax Offices, Passport Offices, Pension Offices, and Labour Offices, Cafes, Banqueting Rooms and Snack Bars (For capacity above 100 dinners).

6 Buildings Requirements:

6.1 The following building requirements are to be provided for building mentioned above.

6.2 **Site Planning** — Access path from plot entry and surface parking to building entrance shall be minimum

of 1800 mm. wide having regular surface without any steps. The parking of vehicles of disabled people two equivalent car spaces (ECS) shall be provided near entrance of 30 m. from building entrance.

7. Approach to Plinth Level.— Ramp shall be provided to enter the building, minimum width of ramp shall be 1800 mm. with maximum gradient 1:12, length of ramp shall not exceed 9.0 m. having 900 mm. high hand rail on both sides extending 300 m. on both sides of ramps. Minimum gap from the adjacent wall to the handrail shall be 50 mm.

Entrance landing shall be provided adjacent to ramp with the minimum dimension 1800 X 2000 mm.

Minimum clear opening for the entrance door shall be 1000 mm.

Threshold shall not be raised more than 12 mm.

For stepped approach size of tread shall not be less than 275 mm and maximum riser shall be 150 mm.

8 Stairways.— Height of the riser shall not be more than 150 mm and width of the tread not less than 275 mm. nosing if provided shall not extend beyond 25 mm. Maximum number of risers on a flight shall be limited to 12.

9. Lifts.— Whenever lift is required as per these Regulations, provision of at least one lift shall be made for non-ambulant disabled (using small wheel chairs with the following minimum dimensions of lift).

Clear internal depth	1090 mm.
Clear internal width	1750 mm.
Entrance door width	910 mm.

A handrail not less 600 mm. long at 1000 mm. above floor level shall be fixed adjacent to the control panel.

10. Toilets.— 10.1. One special W.C. in a set of toilet shall be provided for the use of disabled. No additional provision of W.C. is to be made for disabled.

Size of the W.C. shall depend on the category of disabled for whom it is has been provided.

All doors in W.Cs shall open outside.

The type of W.C. shall be European with seat height as 500 mm.

Handrails, where provided shall have min. 25 mm. dia.

10.2. Provision of W. Cs in buildings without lift Provision of special W.C. shall be made on all floors for buildings designed for ambulant disabled persons.

For buildings designed for non-ambulant disabled special W.C. shall be provided at Ground Floor. Size of

W.C. shall depend on the type of wheel chair used by the disabled.

10.3. Provision of W.Cs in buildings with lift Provision of Special W.C. shall be made on all floors. Size will depend on the category of disabled for whom it has been provided.

11. Toilet details:

11.1. For toilets designed for ambulant disabled: The minimum size of W.C. shall be 1075 x 1650 mm. with a minimum depth of 1450 mm from entry door 900 mm. Long handrail on the side closer to W.C. with a clear width between the handrails shall be 900 mm. and height of handrails shall be 800 mm. from floor level.

Minimum size of the clear door opening shall be 780 mm.

11.2. For Toilets Designed for Non-Ambulant Disabled Small Wheel Chair: The minimum size of W.C. shall be 1350 x 1500 mm. with a minimum depth of 1500 mm. from entry door. 900 mm. long handrail on the side closer to W.C. shall be provided. To provide movement space for wheel chair, W.C. seat shall be fixed towards one side to the opposite adjacent wall. The centerline of W.C. from the adjacent wall shall be 400 mm. and minimum 950 mm. from the other wall.

Minimum size of the clear door opening shall be 780 mm.

11.3. For Toilets Designed for Non-Ambulant Disabled using Large Wheel Chair: The minimum size of W.C. shall be 1500 X 1750 with a minimum depth of 1750 mm. for entry door. 900 mm. long handrail on the side wall closer to W.C. shall be provided. To provide movement space for wheel chair, W.C. seat shall be fixed towards one side of the opposite wall. The centerline of the W.C. from the adjacent wall shall be 400 mm. and a minimum of 1100 mm. from the other wall. Min. size of clear door opening shall be 860 mm.

Annexure - V

27. V.

ADDITIONAL REGULATIONS TO PROVIDE FOR RAIN WATER HARVESTING IN BUILDING SITE FOR STORAGE OR RE-CHARGING INTO GROUND OF RAIN WATER FALLING ON ROOF TOPS, TERRACE OR ANY PAVED OR UNPAVED SURFACE WITHIN THE BUILDING SITE

1. **Definitions.** - (a) 'Harvesting Structure' - a system of structures built in the building site to collect, filter and channel the rain water from roof tops/terrace or any paved or unpaved surface within the building site to store collected rain water for percolation or recharge or storage in underground or over ground tank and reuse in non-monsoon seasons.

(b) 'Harvesting Tank' - a water tight underground tank to collect and store rain water collected from roof tops/terraces or any paved or unpaved surface within the building site after screening through filter beds/mediums for reuse in non-monsoon seasons.

(c) 'Harvesting Reservoir' - a water tight open to sky reservoir to collect and store rain water collected from roof tops/terraces or any paved or unpaved surface within the building site after screening through filter beds/mediums for reuse in non-monsoon seasons.

(d) 'Recharge Well' - a well with filter bed structure built around existing well/abandoned bore well to recharge the ground water with rain water collected from roof tops/terraces or any paved or unpaved surface within the building site after screening through filter beds/mediums for reuse in non-monsoon seasons.

(e) 'Permeable Trench' - a trench dug along the compound wall/contours filled with gravel/sand mixture for recharging the ground water with rain water collected from roof tops/terraces or any paved or unpaved surface within the building site after screening through filter beds/mediums.

2. **Structures for Rain Water Harvesting.** - (a) The rain water harvesting shall be either in form of collection of rain water from roof tops/terraces or any paved or unpaved surface within the building site through pipes/gutters into a filter bed, built around a bore well or a well for ground water recharge or through a filter bed into a underground harvesting tank or open to sky reservoir for storage and use in non-monsoon periods.

(b) Any structures proposed for installation of Rain water Harvesting (Built underground tank or Reservoir or filter beds or bore well or permeable trench) for recharging ground water aquifers or storage for reuse shall be permitted free of FAR, Coverage, and height rules and shall be exempt from the setback rules provided these structures shall not come in way of circulation nor interfere with the parking space as per the statute.

3. **Rain Water Harvesting System.** - (a) Rain water harvesting is a system of collection, transportation and storage of rain water collected from roof tops/terraces or any paved or unpaved surface within the building site which otherwise goes as waste as runoff to the natural drain/river/sea. This resource can be harvested to recharge and replenish the ground water and or is stored in harvesting tanks (Closed underground/over ground containers or built open to sky reservoir) for use after treatment in the non-monsoon periods. The on line pollution of the rainwater shall be prevented by appropriate filter beds/mediums.

(b) Rain Water Harvesting for recharging the ground water shall be mandatory in any development of areas of more than 4,000 square meters. Rain water harvesting for storage and reuse in form of harvesting tank shall be mandatory for all new constructions in plots of more than 100 square meters in area.

(c) The harvesting tank over ground or underground shall be water tight, properly covered over and shall be constructed of RCC, GI, Steel, PVC/FRP, stone, masonry or bricks in cement mortar and shall be rendered in side with cement plaster. All building complexes especially group housing societies having a minimum discharge of 10,000 liters and above per day shall install and incorporate waste water recycling system. The recycled water shall be used for horticultural purposes only. The plans submitted to the authority shall indicate the harvesting system alongwith points of collection of rain water in surface reservoirs or in recharge wells or in underground tanks.

(d) In case of underground tank, the design shall be such so as to provide drainage of tank when necessary and water shall not be allowed to collect around the harvesting tank. The Tank shall be provided with a draw off that shall be so located and fitted to prevent the entry of any animal/insects and shall have an open end to permit the overflow pipe to serve as warning pipe.

(e) The harvesting tank shall be provided with mosquito proof lids and all the vents shall be covered with mosquito proof nylon mesh. All the collection pipes for rainwater collection system shall be thoroughly and efficiently disinfected before being put to use at the beginning of the rainy season and after every season/major repairs.

(f) The extent of the rain water to be collected and stored in the harvesting tank shall be proportionate to the number of users; the following design criteria are recommended:—

(i) *Length/breadth*.— The length shall be twice the breadth.

(ii) *Depth*.— minimum 1.5 meters.

(iii) *Air space*.— there should be a minimum air space of 30 centimeters between water level and the under surface of the cover.

(iv) *Capacity*.— a capacity of 200 liters per person is recommended, the minimum capacity of harvesting tank shall be 10 cubic meters.

4 Harvesting Reservoirs.— (a) The Harvesting Reservoir shall be open to sky with an out flow weir, the overflow shall be directed to existing natural drainage channel/mallah. The reservoir shall be made water tight to prevent percolation. The reservoir tank shall be fenced to prevent any misuse by stray animals/people and prevent drowning accidents.

(b) The harvesting reservoir shall not be used for any other purposes other than storage of water and reuse for irrigation/augmenting supply of water for residential/commercial/industrial use in non-monsoon periods.

Annexure – VI

27. VI.

ADDITIONAL REGULATIONS TO PROVIDE FOR MULTI LEVEL BASEMENT FLOORS IN BUILDINGS FOR PARKING, BUILDING SERVICES ETC

1. Basement floor.— The construction of the basement floor shall be allowed by the Authority in accordance with the land use and other provisions specified under the ODP/Zoning Plan for the following uses:

(a) Basement floors shall not be used for purposes other than parking and for locating machines for services and utilities for the building. When used for parking, convenient entry and exit shall be provided to the basement floors from road with a minimum width of 10 meters. Access to the basement floors when used for other uses other than parking purposes can be from inside the building

(b) Strong rooms in case of banks shall be allowed.

(c) Installation of Radiology and X-Ray equipments only in case of hospital buildings having capacity of more than 50 beds can be allowed. The area to be used for this purpose shall not be reckoned for FAR purpose.

(d) Installation and running of machines for services and utilities for the building. The area to be used for this purpose shall not be reckoned for FAR purpose.

(e) When used as office space, sufficient number of exit ways and access ways shall be provided with a travel distance not more than 15.0 m. The travel distance in case of dead-end shall be 7.5 m. The basement floor may be partitioned and in no case compartment shall be more than 500 sq. m. and less than 50 sq. m. area except when used for parking. Each compartment shall have ventilation standards as laid down in Regulations separately and independently. The partition shall be made in consultation with Chief Fire Officer. The area to be used for this purpose shall be reckoned for FAR purpose.

2. The basement floors shall have the following requirement.— (a) Every basement floor shall be in every part at least 2.5 m. in height from the floor to underside of the roof slab or ceiling and with maximum height not more than 4.5 m.

(b) In case of high rise building/3 Star/5 Star hotel buildings where extra height is necessary for installation and running of the machinery or for purpose of double storied parking lot where mechanical lifts are used for car parking at least for one level, the basement floor may be lowered so as to increase the height up to 4.5 meters. The increase in height shall be limited to the area actually required for the machinery for car parking lifts. NOC from Fire services shall be furnished by the applicant for permitting such increase in height.

(c) Adequate artificial light and ventilation shall be provided for the each of the basement floor. The standard of artificial light and ventilation shall be the same as required by the particular occupancy according to these Regulations. Any deficiency in ventilation may be met by providing adequate mechanical ventilation in the form of blowers, exhaust fans (one exhaust fan for 50.00 square meters basement area), air-conditioning system, etc.

(d) The minimum height of the ceiling of any basement floor shall be 0.90 meters and maximum of 1.20 meters above the average road level on the front side of the building.

(e) Adequate arrangement shall be made such that surface drainage does not enter the basement floors. De-watering pumps are installed on each basement floor to prevent flooding.

(f) The walls and floors of the basement floors shall be watertight and be so designed that the effect of the surrounding soil and moisture, if any, are taken into account in design and adequate damp proofing treatment is done.

(g) The access to the basement floors shall be either from the main or alternate staircase providing access to the building. No direct entry from the road shall be permitted to the basement except when used for parking purposes, convenient entry and exit ramps shall be provided to the basement floors from road with a minimum width of 10.00 meters.

(h) Basement floor in an individual plot touching the adjacent property shall be allowed subject to following:

(i) In all cases the owners shall have to indemnify the local body against any damage caused by her/him/them to the adjacent property.

(ii) In case the portion of the basement floor projecting out of the building line that shall flush with the ground.

(i) In case partition in the basement floors are allowed by the Authority, no compartment shall be less than 50.00 square meters in area and each compartment shall have ventilation standards as laid down in sub-clause (c) above, separately and independently. The basement floor partition shall however, confirm to the norms laid down by Fire Services.

(j) Fire and Safety requirements as applicable to each basement floor.

(i) The access to the basement shall be either from the main or alternate staircase providing access and exit from higher floors. Where the staircase is to continue the same shall be enclosed type serving as a fire separation from the basement floor and higher floors. Open ramps shall be permitted if they are

constructed within the building line subject to the provision of sub-clause (iv) below.

(ii) In case of basement for other uses than parking, sufficient number of exit ways and access ways shall be provided with a travel distance not more than 15.0 m. The travel distance in case of dead-end shall be 7.5 m.

(iii) The basement floor shall be partitioned and in no case compartment shall be more than 500 sq. m. and less than 50 sq. m. area except when used for parking. Each compartment shall have ventilation standards as laid down in these Regulations separately and independently. The partition shall be made in consultation with Chief Fire Officer.

(iv) The first basement (immediately below ground level) can be used for services/parking/other permissible services. Lower basement, if provided, shall exclusively be used for car parking only.

(v) Each basement shall be separately ventilated. Vents with cross-sectional area (aggregate) not less than 2.5 percent of the floor area spread evenly round the perimeter of the basement shall be provided in the form of grills or breakable starboard lights or pavement lights or by way of shafts. Alternatively a system of air inlets shall be provided at basement floor level and smoke outlets at basement ceiling level. Inlets and extracts may be terminated at ground level with starboard or pavement lights as before. But ducts to convey fresh air to the basement floor level have to be laid. Starboard and pavement lights should be in positions easily accessible to the firemen and clearly marked "SMOKE OUTLET" or "AIR INLET" with an indication of area served at or near the opening.

(vi) The staircase of basement shall be of enclosed type having fire resistance of not less than two hours and shall be situated at the periphery of the basement to be entered at ground level only from the open air and in such positions that smoke from any fire in the basement shall not obstruct any exit serving the ground and upper stories of the building and shall communicate with basement through a lobby provided with fire resisting self closing door of one hour rating. In case of basement being used as car parking only, the travel distance shall be 45 m.

(vii) In multi-storied basements, intake duct may serve all basements levels, but each basement and basement compartment shall have separate smoke outlet duct or ducts. Mechanical extractors for smoke venting system from lower basement levels shall also be provided. The system shall be of such design as to operate on actuation of smoke, heat sensitive detectors/sprinklers, if installed, and shall have a considerably superior performance compared to the standard units. It shall also have an arrangement to start it manually.

(viii) Mechanical extractors shall have an internal locking arrangement so that extractors shall continue to operate and supply fans shall stop automatically with the actuation of fire detectors. Mechanical extractors shall be designed to permit 30 air changes per hour in case of fire or distress call. However, for normal operation, only 30 air changes or any other convenient factor can be maintained.

(ix) Mechanical extractors shall have an alternate source of power supply.

(x) Ventilating ducts shall be integrated with the structure and made out of brick masonry or RCC as far as possible and when this duct crosses the transformer area of electrical switchboard, fire dampers shall be provided.

(xi) Kitchens working on gas fuel shall not be permitted in basement/sub-basement.

(xii) If cutouts are provided from basement to the upper floors or to the atmosphere, all side cutout openings in the basements shall be protected by sprinkler heads at closed spacing so as to form a water curtain in the event of a fire.

(k) Dewatering pump shall be provided in all basements.

Annexure - VII

27. VII.

ADDITIONAL GENERAL BUILDING REQUIREMENTS

1 **General.**— This part sets out the standard space requirements of various parts of a building and those of light and ventilation. Some of these items depend on the number of persons who would normally occupy the building, for which the occupant load should be worked out from table hereunder :

TABLE -VII. 1

1 — Occupant load

Sl. No.	Type of Occupancy	Occupant Load per 100 sq. m. of Plinth or Covered Area
1	Residential	8.0
2	Educational	25.0
3	Institutional	6.60
4	Assembly	
	(a) with fixed or loose seats and dance floor	166.6
	(b) without seating facilities including dining rooms	66.6
5	Mercantile	
	(a) street floor and sales basement	33.3
	(b) upper sale floor	16.6
6	Business and industrial	10.0
7	Storage	3.3
8	Hazardous	10.0

• *The occupant load in dormitory portions of homes for the aged, orphanages or mental hospitals etc. where sleeping accommodation is provided shall be calculated at not less than 13.3 persons per 100 sq. m.*

• *The plinth or covered area shall include, in addition to the main assembly room or space, any occupied connecting room or space in the same storey or in the storeys above or below where entrance is common to such rooms and space and the area available for use by the occupants of the assembly place. No deduction shall be made in the plinth/covered area for corridors, closets and other sub-divisions; that area shall include all space serving the particular assembly occupancy.*

2. Space requirement for different parts of building:

2.1 **Main Building.** — The plinth or any part of a building or outhouse shall be so located with respect to average road level from site so that adequate drainage of the site is assured but at a not height less than 45 cm.

2.2 **Interior Courtyards, Covered Parking Spaces and Garages.** — These shall be raised at least 15 cm. above the surrounding ground level and shall satisfactorily drained.

2.3 **Habitable Rooms Size and Width.** — The minimum size and width shall be as given in Table VII.2 .

TABLE -VII. 2

2 - Minimum Size and Width of Different Components of Residential Premises.

Sl. No.	Component of Building		Minimum requirement for dwelling up to 50 sq. mts.		Minimum requirement for dwelling above 50 sq. mts.
1	2		3		4
1	Habitable Room	Area	7.50 sq.m.	Area	9.50 sq.m.
		Width	2.10 m.	Width	2.40 m.
		Height	2.75 m.	Height	2.75 m.
2	Kitchen	Area	3.30 sq.m.	Area	4.50 sq.m.
		Width	1.50 m.	Width	1.50 m.
		Height	2.75 m.	Height	2.75 m.
3	Pantry	Area	N.A.	Area	3.00 sq.m.
		Width	N.A.	Width	1.40 m.
		Height	N.A.	Height	2.75 m.
4	Bath Room	Area	1.20 sq.m.	Area	1.80 sq.m.
		Width	1.00 m.	Width	1.20 m.
		Height	2.20 m.	Height	2.20 m.
5	W.C.	Area	1.00 sq.m.	Area	1.10 sq.m.
		Width	0.90 m.	Width	0.90 m.
		Height	2.20 m.	Height	2.20 m.
6	Combined Bath & W.C. (Toilet)	Area	1.80 sq.m.	Area	2.80 sq.m.
		Width	1.00 m.	Width	1.20 m.
		Height	2.20 m.	Height	2.20 m.

7	Store	Area No restriction	Area No restriction	Width No restriction	Width No restriction
	Height	2.20 m.	Height	2.20 m.	
8	Projections	Permitted within the setbacks up to 0.75 m. width	Permitted within the setbacks upto 0.75 m. width		
9	Canopy	See Clause 4.9.6.	See Clause 4.9.6.		
10.	Garage	—	Area 14.85sq. m.	Width 2.75 m.	Length 5.40 m.
				Height 2.40 m.	
11.	Passages	—	Width 1.00 m.		
12.	Doorways	Width 0.80 m.	Width 0.90 m.		
	Habitable rooms	Height 2.00 m.	Height 2.20 m.		
13.	For kitchen, bath, WC etc.	Width 0.75 m.	Width 0.75 m.	Height 2.00 m.	Height 2.00 m.
14.	Staircase	Width 0.75 m.	Width 0.90 m.	No restriction for internal ladder	—

Note:- (1) Provided that the minimum clear head way under any beam shall be not less than 2.4 m.

(2) Maximum height permissible for all the components of the building mentioned above is 4 m.

3. Group Housing.— (a) Building requirement in respect of dwelling units up to 45 square meters in size will correspond to Table VII.2 and as applicable to column-3 of the said Table.

(b) Building requirement in respect of dwelling units above 45 sq. m. may be referred from the Table VII.2 and as applicable to column-4 of the said Table.

(c) Projection into set-backs without counting towards FAR.:

(i) All open spaces provided either in interior or exterior shall be kept free from any erections thereon and shall open to the sky. Nothing except cornice, chhajja or weather shade (not more than 0.75 m. wide) shall overhang or project over the said open space so as to reduce the width to less than minimum required.

Note:- Such projections shall not be allowed at height less than 2.2 m. from the corresponding finished floor level:

(ii) One canopy per block on the ground floor not exceeding 4.5 m. in length and 2.4 m. in width.

(iii) Balcony at roof slab level of 1.5 m. width and area not exceeding 3.5 sq. m. per bedroom but not exceeding 3 in number per flat.

(iv) Balcony having entrance from the toilet/ bathroom and width as 1.5 m. for drying clothes.

4 Non-Residential Buildings.— The minimum area for office room/shop or any other space to be used as workspace shall not be less than 6.0 sq. m. with a minimum width of 2.1 m.

5 Other General Requirements:

5.1 Kitchen.— Every room to be used as a kitchen shall have:

(a) Unless separately provided in a pantry, means for washing of kitchen utensils, which shall lead directly or through a sink to a grated and trapped connection to the waste pipe.

(b) An impermeable floor.

(c) At least a window not less than 1 sq. m. in area open directly to an interior or exterior open space, but not into a shaft and,

(d) In residential building 15 m. or more in height, refuse chutes.

5.2 Bathroom and W.C.— Every bathroom or water closet shall:

(a) Be so situated that atleast one of its walls shall open to external air and shall have a minimum opening in the form of window or ventilation to the extent of 0.37 sq. m.

(b) Not be directly over any room other than another latrine, washing place, bath or terrace unless it has a watertight floor.

(c) Have the platform or seat made of watertight non-absorbent material.

(d) Be enclosed by walls or partitions and the surface of every such wall partition shall be finished with a smooth impervious material to a height of not less than 1.0 m. above the floor of such a room.

(e) Be provided with an impervious floor covering, sloping towards the drain with a suitable grade and not towards verandah or any other room.

(f) No room containing water closets shall be used for any purpose except as a lavatory.

(g) Every water closet and/or a set of urinals shall have flushing cistern of adequate capacity attached to it.

(h) A toilet on terrace having a maximum of 2.2 mt. height shall be permitted subject to condition that the area of toilet be counted in FAR.

(i) All the sewage outlets shall be connected to the Municipal Sewerage system. Where no such system exists, a septic tank shall be provided within the plot conforming to the requirements.

5.3 *Loft.* – Lofts shall be permitted in residential building and shops only. Area of such loft shall be restricted to 25% of the covered area or respective floor. Minimum height between loft and ceiling shall be 1.75 m. and the clear height below the loft shall be as stipulated in these Regulations for the space below it.

5.4 *Mezzanine Floor.* – Mezzanine floor may be permitted with the minimum height of 2.75 m. between any two floors above ground in all types of building provided the same is counted as part of total permissible floor area ratio and height of the building.

5.5 *Garage.* – (a) The plinth of garage located at ground level shall not be less than 15 cm. above the surrounding ground level.

(b) The garages shall be setback behind the building line of the street/road on to which the plot abuts and shall not be located affecting the access ways to the building. If the garage is not setback as aforesaid, the Authority may require the owner or occupier of the garage to discontinue its use as such or to carry out such structural alterations to the premises or to take such other measures as the Authority may consider necessary in order to prevent danger or obstruction to traffic along the street.

6. Requirement in respect of building sites:

6.1 *Damp Sites.* – Wherever the dampness of a site or the nature of the soil renders such precautions necessary, the ground surface of the site between the walls of any building erected thereon shall be rendered damp-proof to the satisfaction of the Authority.

6.2 *Distance from Electric Line.* – The distance in accordance with the current electricity rules and its amendments from time to time is to be provided between the building and overhead electric supply line.

TABLE – VII. 3

	Vertically	Horizontally
a) Low and medium voltage lines and service lines	2.50 m.	1.20 m.
b) High voltage lines up to and including 11,000 volts	3.70 m.	1.20 m.
c) High voltage lines above 11,000 volts and up to and including 33,000 volts	3.70 m.	2.00 m.
d) Extra high voltage lines additional 33,000 volts	Plus 0.3 mt. for every additional 33,000 V or part thereof.	Plus 0.3 m. for every additional 33,000 V or part thereof.

6.3 *Minimum size of site.* – The minimum size of sites for the construction of different types of building or different use groups shall be in accordance with

provisions of the Plan and any land development Rules and Regulations.

7. *Means of Access.* – 7.1 No Building shall be erected as to deprive any other building of its means of access.

7.2 Every person who erects a building shall not at any time erect or cause or permit to erect or re-erect any building, which in any way encroaches upon or diminishes the area set apart as means of access.

7.3 For buildings identified in these Regulations-9, the following provisions of means of access shall be applicable.

(a) The width of the main street on which the building abuts shall not be less than 12.0 m.

(b) If there are any bends or curves in the approach road, sufficient width shall be permitted at the curve to enable the fire tenders to turn, the turning circle shall be at least of 9.0 m. radius.

(c) The approach to the building and open spaces on its all sides up to 6.0 m. width and the layout for the same shall be done in consultation with the Chief Fire Officer and the same shall be of hard surface capable of taking the weight of fire tender, weighing upto 22 tones for low rise building and 45 tones for building 15 m., and above in height. The said open space shall be kept free of obstructions and shall be motorable.

(d) Main entrance to the premises shall be of adequate width to allow easy access to the fire tender and in no case it shall measure less than 5 m. The entrance gate shall fold back against the compound wall of the premises, thus leaving the exterior access way within the plot free for movement of the fire service vehicles. If archway is provided over the main entrance, the height of the archway shall not be of height less than 5.0 m.

(e) For multi-storeyed group housing schemes on one plot, the approach road shall be 20.0 m. or as per Master Plan/Development Plan provisions and between individual buildings, there shall be 6.0 m. space around.

(f) In case of basement extending beyond the building line, it shall be capable of taking load of 45 tones for a building of height 15.0 m. and above and 22 tones for building height less than 15.0 m.

(g) The external window shall not be blocked by louvers etc. In such case provisions shall be made so that one can enter the building to be rescued through the window by using hydraulic platform etc.

8. Exit Requirements:

8.1 *General.* – The following general requirement shall apply to exits:

(a) Every building meant for human occupancy shall be provided with exits sufficient to permit safe escape of occupants in case of fire or other emergency.

(b) In every building exit shall comply with the minimum requirement of this part, except those not accessible for general public use.

(c) All exits shall be free of obstructions.

(d) No buildings shall be altered so as to reduce the number, width or portion of exits to less than required.

(e) Exits shall be clearly visible and the routes to reach exits shall be clearly marked and signs posted to guide the occupants of floor concerned.

(f) All exit ways shall be properly illuminated.

(g) Fire fighting equipment where provided along exits shall be suitably located and clearly marked but must not obstruct the exit way and there should be clear indication about its location from either side of the exit way.

(h) Alarm devices shall be installed to ensure prompt evacuation of the occupants concerned through the exits, wherever required.

(i) All exits shall provide continuous means of egress to the exterior of a building or to an exterior open space leading to a street.

(j) Exits shall be so arranged that they may be reached without passing through another occupied unit, except in the case of residential buildings.

9. Projections into set-back areas. - (a) Every interior or exterior open space shall be kept, free from any erection thereon and shall be open to the sky. Nothing except cornice, chajja or weather shade (not more than 0.75 m. wide) shall overhang or project over the said open spaces so as to reduce the width to less than the minimum required.

Note:- Such projections shall not be allowed at a height less than 2.20 m. from the corresponding finished floor level.

(b) A canopy or canopies each not exceeding 4.50 m. in length and 2.40 m. in width in the form of cantilever or cantilevers, over the main entrance/entrances, providing a minimum clear height of 2.50 m. below the canopy.

In single storeyed residential building, only one such canopy shall be permitted for each individual detached block. In more than one storeyed residential building, two canopies shall be permitted over ground floor/higher floor entrances. In buildings of other occupancies, the permissibility of canopy, canopies shall be as decided by the Authority on its merits.

(c) In case of residential building only, a balcony or balconies at roof level of a width of 1.50 meters overhanging in set backs within one's own land and courtyards provided the minimum area required shall not be reduced by more than 30% of such set back areas.

(d) The projections (cantilever) of cupboards and shelves shall be permitted and are exempted from covered area and FAR calculations in case of residential buildings only. Such projection shall be up to 0.75 m. depth provided.

(i) That no cupboard shall project in the side set back on the ground floor.

(ii) That outer length of cupboard overhanging in the set backs shall not exceed 2.0 m. per habitable room. In addition to this, cupboard under the above and windows can be provided.

Note:- Cupboard means a space used for storage of household goods/clothes, having shelves/partitions not more than 1.5 m. apart.

(iii) Only one pergola on each floor shall be permitted in a residential building if constructed in the exterior open spaces or terrace. Such pergola shall not exceed 3.50 sq. m. in area on which 40% shall be void and shall have a clear height 2.20 m.

10. In addition to above, the following shall not be included in covered area and FAR calculations. - (a) Machine room for lift on top floor as required for the lift machine installation.

Note:- The shaft provided for lift shall be taken for covered area calculations only on one floor.

(b) Rockery, well and well structures, plant nursery, water pool, swimming pool (if uncovered), platform round a tree, tank, fountain, bench, chabutara with open top and/or unenclosed sides by walls, open ramps, compound wall, gate, slide swing door, uncovered staircase (uncovered and unclosed on three sides except for a 0.90 m. high railing/wall, overhead water tank on top of building/open shafts.

(c) A mummy over staircase on top floor.

(d) Culvert on Municipal drains.

11. Height Limit. - The Height and number of storeys shall be related to provisions of Zoning given in Regulation 6A.4 and the provisions of set-back given in these Regulations, subject to the following:

(a) The height of building shall depend upon the Zone and as given in Regulation 6A.4

(b) If a building abuts on two or more streets of different width, the building shall be deemed to face upon the street that has the greater width and the height of the building shall be regulated by the width of that street. Height shall however, not exceed the maximum height as provided in the Master Plan.

(c) For buildings in the vicinity of the aerodromes the maximum height of such buildings shall be subject to clearance from the Civil Aviation Authorities from time to time and to this effect a No Objection certificate issued by that Authority shall be submitted by the applicant alongwith plans to the sanctioning Authority.

Note: - The location of slaughter house/butcher house and other areas for activities like depositing of garbage dumps which would attract high flying birds like eagles/hawks etc. shall not be permitted within a radius of 10 km. from aerodrome reference point.

12. Height Exemptions.— The following apartment structures shall not be included in the height of building covered under these Regulations. Roof tanks and their supports not exceeding 1.0 m. in height, ventilating, air conditioning and lift rooms and similar service equipments, stair covered with Muntz not exceeding 3.00 m. in height. Chimneys and parapet wall and architectural features.

13. Lighting and Ventilation of Rooms.— 13.1. All habitable rooms shall have for the admission of light and air, one or more apertures, such as window, glazed door and fan lights, opening directly to the external air or into a open verandah not more than 2.40 meters in width. In case light and ventilation to habitable space area are through an internal courtyard, the minimum dimensions of such courtyard shall not be less than 3.00 mts. x 3.00 mts. for buildings up to 12.50 meters in height. For buildings with higher heights, the minimum dimensions of the internal courtyard shall be as per these Regulations.

13.2. Where the lighting and ventilation requirements are not met through day lighting and natural ventilation, the same shall be ensured through artificial lighting and mechanical ventilation as given in part VII building services Section-1 Lighting and Ventilation of National Building Code of India published by the Bureau of Indian Standards. The latest version of the National Building Code of India shall be taken into account at the time of enforcement of the Building Regulations.

Notwithstanding the above, the minimum aggregate area of openings of habitable rooms and kitchens excluding doors shall be not less than 1/10 of the floor area.

No portion of a room shall be assumed to be lighted if it is more than 7.50 m. from the opening assumed for lighting that portion.

13.3. Ventilation Shaft.— For ventilating the spaces for water closets and bathrooms, if not opening on the front side, rear and interior open spaces, shall open on the ventilation shaft, the size, of which shall not be less than the values given below:

TABLE - VII. 4

Height of Building in meters.	Size of ventilation shaft in sq. meters	Minimum size of shaft in meters.
9.0	1.5	1.0
12.5	3.0	1.2
15 and above	4.0	1.5

*For commercial buildings, mechanical ventilation system shall be installed besides the provision of minimum ventilation shaft.

14. Parapet.— Parapet walls and handrails provided on the edges of roof terrace, balcony etc. should not be less than 1.0 m. and more than 1.5 m. in height.

Note:— The above shall not apply where roof terrace is not accessible by a staircase.

Annexure - VIII

27. VIII.

ADDITIONAL SPECIAL REQUIREMENTS FOR
OCCUPANCY/LAND DEVELOPMENT AND OTHER

1. Industrial Buildings (Factories, Workshops etc.)— (a) The relevant provisions contained in the Factory Act, 1948 shall apply for the construction of factory buildings. The minimum internal height of workrooms shall not be less than 4.5 m. measured from the floor level to the lowest point in the ceiling provided that this bye-law shall not apply to room intended for storage, go-downs and the like purposes but only in rooms occupied by workers for purposes of manufacture.

In case of small factories, employing less than 50 workers for purposes of manufacturing and carrying on a class of manufacturing covered under the flatted factories and service industries, as given in the Master Plan/Development Plan, the Authority may allow minimum height upto 3.66 m.

(b) Parking space provisions as provided in development code of Master Plan/Development Plan.

(c) Requirements of water supply, drainage and sanitary installation shall be as per the National Building Code of India Part-4 Fire & Life Safety, but in no case less than 1 W.C. and one urinal shall be permitted.

(d) (i) Notwithstanding the provision of exits requirements as per the National Building Code of India Part-4 Fire & Life Safety, each working room shall be provided with adequate number of exits not less than two in number.

(ii) No exit shall be less than 1.2 m. in width and 2.1 m. in height and doors of such exit shall be so arranged that it can be opened easily from inside.

No staircase, lobby corridors or passage shall be less than 1.20 meters in width. In addition to the requirement in this part, provisions contained in National Building Code of India shall be followed.

(e) There shall be provided at all time for each person employed in any room of factory at least 3.50 square meters of floor space exclusive to that occupied by the machinery and a breathing space of at least 15 cum. (Further the provision of Part-8 Section-1 Lighting and ventilation of National Building Code of India shall be followed).

(f) The effluent from industries (industrial and biological in nature) shall be treated and shall be of quality to the satisfaction of the concerned local bodies before letting out the same into a watercourse or municipal drain.

2. Educational Building (School/Colleges). - (a) No basement or cellar room shall be designed, constructed, altered, converted or used for the purpose of study or instruction.

(b) Every such building, exceeding two storeys in height shall be constructed of fire resisting material throughout.

(c) The minimum size of a cellar room, study room or room used for purposes of instruction shall be 5.50 mts. x 4.50 mts. and no part of such room shall be distant more than 7.50 meters from an external wall abutting on the requisite open space. Every such room shall have minimum ventilation to the extent of 1/5th of its floor area.

(d) A minimum of 1.0 sq. m. of net floor space per student shall be provided. A central hall will not be counted in the accommodation, nor will a class room for cookery, laundry, manual instruction, drawing or science. The number of students in such building shall be calculated on this basis for the purpose of this clause.

(e) Every assembly room, gymnasium shall have a clear height of 3.60 meters except under a girder which may project 0.60 meters below the required ceiling height.

A clear internal height under balcony or a girder shall not be less than 3.00 meters.

A minimum room height for classroom in all schools and other institutions shall not be less than 3.00 meters. The minimum head room under beams shall be 2.75 meters.

(f) Exit requirements shall conform to these Regulations 15.5 (a) (vi). No door shall be less than 1.20 meters in width and 2.20 meters in height.

(g) Requirement of water supply, drainage and sanitary installation shall conform to Building Services at 14.

(h) A playground shall be provided as per norms.

3. Assembly Building (Cinema, Theatres, etc.). - (a) The relevant provisions of the Cinematographic Rules/Acts of the particular States and IS: 4878 code for construction of Cinema Building shall apply for planning, design and construction of Cinema Building.

(b) Parking spaces wherever not specifically given shall conform to the Regulation 10.

(c) Requirements of water supply, drainage and sanitation shall conform to Building Services at 14.

(d) Buildings for religious worship shall not be erected on a site, which has not been previously approved by the Authority.

4. Burial and Cremation Grounds. - The Authority shall under the provisions of their Regulations/Acts, regulate the location and area limits of the burial and cremation grounds, including cemetery. Further, the Authority shall prohibit certain burial and cremation grounds to be located in certain area, which in their opinion is dangerous or likely to be dangerous to the health and well being of the persons living in the neighbourhood or to be offensive to such persons.

5. Building in mining area. - Building in mining area shall not be constructed to a height more than one storey without the special prior approval of the Authority.

6. Poultry Farms (wherever allowed as per Plan). - 6.1. The coverage for poultry farms shall be as allowed in case of farmhouses.

6.2. **Setback:** The setback for farm building from the right of way shall be as under:

TABLE: 8.1

Road	Front Setback
National Highway (90 m.)	60 m.
State Highway (60 m.)	37 m.
Major District Road (30 m.)	22 m.
Village Road (18 m.)	13 m.

6.3. **Space Planning.** - (a) There should be a minimum distance of 6.0 mt. between sheds in the farm.

(b) The minimum distance of any farm building from the property line should be 4.5 m.

(c) The minimum distance of any farm shed or farm building from the dwelling unit should be 7.5 m.

6.4. Farm Shed. - (a) Shed should be constructed on pillars with walls on two longer sides not higher than 1.2 mt.

(b) The remaining height of the farm sheds in respect of two longer sidewalls can be covered with netting or other similar material.

(c) The maximum height of the roof of the farm shed shall not exceed 6.0 m.

6.5. Dwelling Units as a Farm House.— The following norms shall be adopted for construction of dwellings in farmhouses:

(a) The maximum coverage for the dwelling unit shall be as per the provision of the Plan/Zonal Plan.

(b) The distance of parts of dwelling units from shed shall be as provided in these Regulations.

(c) The requirements of parts of dwelling shall be as provided in these Regulations.

(d) Any other special requirements as specified by the Authority.

Annexure - IX

27. IX

REGULATIONS for Conservation Committee constituted by the Government

1. Short title, extent and commencement.— 1. These regulations shall be called the "Conservation Committee Regulations."

2. They shall extend to the entire State of Goa.

3. They shall come into force from the date of final notification in the Official Gazette or as directed by the Government.

2. Definitions.— In these regulations, as well as in the orders passed by, or in the instructions and communication issued by the Government in the Act, the words listed below, shall have the meanings given against them, unless the context requires otherwise. Words and expressions used in these Regulations and not defined herein will be as defined by the Government from time to time unless defined in the Act & Rules in which case they shall have same meanings as assigned to them in the Act or Rules.

(a) "Conservation Zone" shall mean an area, precinct or group of buildings, site, artifact, boulevard, promenade, or any such super imposed area on any zone as earmarked in the statutory plans which has architectural, cultural, social, archaeological, historic, landscape, aesthetic value or has value as an open space, skyline, roofscape, point of view or vista for the community or is associated with a person prevent of local, regional, national importance as may be decided by the Government with the approval of the Conservation Committee.

(b) "Government" means Government of Goa.

(c) "Conservation Committee" means the Conservation Committee constituted by the Government and as specified in rule framed under these regulations.

(d) "Heritage building" means an individual or religious or institutional building, structure, artifact, site, promenade, boulevard, piece of street, furniture or specific ornamentation or portion thereof that is considered to be of architectural, cultural, social, archaeological, historic, landscape, aesthetic or has value as open space, skyline, roof scape point of view or vista, promenade, boulevard for the community or being associated with a person or event of local, regional, national importance as may be decided by the Government with the approval of the Conservation Committee constituted by the Government.

(e) "Heritage Precinct" means any group of buildings or an area or site/s, roofs capes, skylines, street line, point of view or vista for the community or portion thereof that is considered to be of architectural, cultural, social, archaeological, historic, aesthetic and landscape value or being associated with a person or event of local, regional, national importance as may be decided by the Government with the approval of the Conservation Committee.

(f) "Chairperson" means Chairperson appointed by the Government having prescribed qualifications and status as defined in the Rules.

(g) "Member" means Member appointed by the Government having prescribed qualifications and status as defined in the Rules.

(h) "Member Secretary" means Member Secretary appointed by the Government having prescribed qualifications and status as defined in the Rules.

3 General Regulations.— Herein and thereafter referred to as Conservation Committee Regulations may be framed as follows:

1) **Applicability** :— This Heritage Regulation will apply to those buildings, artifacts, areas, precincts, zones, promenades, boulevards, etc. (herein and thereafter referred to as "listed buildings" or "listed precincts" or "conservation zones") of architectural, cultural, social, archaeological, historic, aesthetic, natural value or of value as open spaces, skylines, roof scapes/precincts, view or vista for the community or being associated with a person or event of local, regional, national importance which will be listed in a notification to be issued by the Government. These regulations will also be applied to those buildings/precincts which are not listed/not falling within the Conservation areas but where the Conservation Committee feels that these buildings/precincts have intrinsic heritage value.

2) Restriction on Development/Redevelopment/Repairs:— No development or redevelopment or engineering operation or additions, alterations renovations including the painting of buildings, replacement of special features or demolition of the whole or any part thereof or plastering of said listed buildings or listed precincts or conservation zone/zones shall be allowed except with the prior written permission of the Chairperson, Conservation Committee. This will also be applicable to those buildings/precincts which are not listed/not falling within the Conservation areas but where the Conservation Committee feels that these buildings/precincts have intrinsic heritage value.

The Chairperson shall act on the advice of or in consultation with the Conservation Committee as appointed by the Government (herein and thereafter called the "Conservation Committee").

2 (a) Procedures for obtaining permission shall be as per 6B.1.7 of Goa Land Development and Building Construction Regulations, 2008. The guide lines for design to be followed are given at 6B 1.8 of the same regulations.

2 (b) For Archaeological sites/monuments declared protected sites and monuments in GOA and within area up to 300 meters from the protected monuments notified under the Archaeological Monuments and Archaeological Sites Remains Act, 1958, (Central Act) -a NOC from the designated authority of the Director General, Archaeological Survey of India, New Delhi is required in addition to 2(a).

2 (c) For Archaeological sites/monuments under the Goa, Daman and Diu Ancient Monuments and Archaeological Sites and Remains Act, 1978 (State Act) a NOC from the Director of Archives/Archaeology, Panaji-Goa are required in addition to 2(a).

3) In relation to religious buildings in the said list:— The changes, repairs, additions, alterations and renovations required on religious grounds mentioned in the sacred texts, as part of holy practices laid down in specific religious codes shall be treated as permissible, subject to their being in accordance and in consonance with the original structure and architecture; designs, aesthetics and other special features thereof. This will also be applicable to religious buildings outside the said list/conservation areas where the Conservation Committee feels that these religious buildings/precincts have intrinsic heritage value.

4) Preparation of list of heritage buildings and heritage precincts/conservation areas/zones:— The said list of individual buildings, artifacts, areas, precincts, zones, promenades, boulevards, etc. (herein and thereafter referred to as "listed buildings" or "listed precincts" or "Conservation zones" of architectural, cultural, social, archaeological, historic, landscape, aesthetic value or of value as open spaces, skylines,

roof scapes, view or vistas for the community or being associated with a person for the community or being associated with a person or event of local, regional, national importance to which this Conservation Committee Regulations apply shall form part of these Regulations for the purpose of the Goa, Daman & Diu Town and Country Planning Act, 1974.

This list may be supplemented, altered, deleted or modified from time to time by Government on receipt of proposals from the Chairperson or from the said Conservation Committee or by Government *suo motto*, provided that before the said list is supplemented, altered, deleted or modified, objections and suggestions are invited from the public and duly considered by the Chairperson, Conservation Committee and by Government.

5) Power to alter, modify or relax the Conservation Committee Regulations:— After consultation with the said Conservation Committee, the Chairperson shall have the power to alter, modify or relax the provisions of other Regulations which form part of the Statutory Plans (herein and thereafter referred to as "the said Regulations") if that is required for the protection, preservation and/or conservation of the historic, cultural, landscape, aesthetic, recreational, architectural, archaeological, social quality of any listed building/buildings or listed precinct/precincts or area/areas or zone/zones.

6) Hearing to persons likely to be affected:— Provided that in case any alterations, modifications or relaxation of any of the provisions of the Goa Land Development and Building Construction Regulations, 2008 will cause undue losses to the owners/leases of heritage buildings/precincts/conservation's zones, the Chairperson shall give an opportunity of hearing to the said owner/owners/leases and to the public.

7) Grant of Transferable Development Rights in cases of loss of Development Rights:— If any application for development is refused under the Conservation Committee Regulations or conditions imposed while permitting such development, which deprive the owner/lessee of any unconsumed FAR (Floor Area Ratio), the said owner/lessee shall be compensated by a grant of a Development Rights Certificate (herein and thereafter referred to as "IDR"/ "IRC") of the nature set out in the Appendix and as may be prescribed by Government from time to time. The extent of "IDR"/ "IRC" certificates to be granted may be determined in consultation with the Conservation Committee and will not be awarded unless sanctioned by the Government.

8) Maintaining Skyline/Roof scape:— Buildings included in listed Heritage Precincts or Conservation Zones shall maintain their skyline or roof scape in the precinct. No high rise development which in the opinion of the Conservation Committee will be detrimental to the skyline or roof scape or landscape in the heritage precinct or conservation zone shall be

allowed as may be existing in the surrounding area, so as not to diminish or destroy the value and beauty of the said listed heritage building or precinct or conservation zone. Development within the precinct shall be in accordance with the guidelines framed by the Conservation Committee.

9) *Provision of repeals of other Acts/Rules in force and Restrictive Covenants:*— Restrictions existing as on the date of this notification imposed under covenants, terms and conditions on plots held either by the State Government or by the Mormagao Port Trust or by any of the Corporation of City of Panaji/Municipal Councils shall continue to be imposed in addition to the Goa Land Development and Building Construction Regulations, 2008. However, in case there is any conflict with the heritage protection, preservation or conservation interest, then the Conservation Committee Regulations will prevail.

10) *Repair Fund:*— All buildings, artifacts, structures and sites shall be repaired by the owners/lessees of these properties themselves. A fund may be created; however, to be kept at the Chairperson's disposal who may make disbursements from these funds in consultation with the Conservation Committee to carry out the repairs if needed in public interest.

4 *Grading of listed buildings, precincts or Conservation Zones.*— It would be considered mandatory to indicate a grade for every listed building or listed precinct or conservation zone. Grade I, Grade II A, Grade II B or Grade III would be the standard accepted norm for grading of all listed buildings and/or precincts and/or Conservation zones. The meanings of these Grades and basic guidelines for development permissions are as follows:

Grade I:

1. *Definition.*— Grade I comprises of buildings and precincts of national or historic importance embodying excellence in architectural style, design, technology and material usage; they may be associated with a great historic event, personality movement or institution. They may have been or currently are Urban or Rural landmarks.

2. *Objective.*— Grade I deserves careful preservation.

3. *Scope for changes.*— No interventions would be permitted on the exterior or the interior unless it is necessary in the interest of strengthening and prolonging the life of a building or precinct or any parts or features thereof. For this purpose, absolutely essential and minimal changes would be allowed which must be in accordance with the originality of the structure.

4. *Procedure.*— Development permissions for changes would be given by the Statutory Authority on the advice of the Conservation Committee to be appointed by the GOA Government.

5. *Vistas and Surrounds.*— All development in areas surrounding Grade-I buildings and precincts shall be

regulated and controlled, ensuring that this development does not mar the grandeur of or views from the Grade I building or precinct.

Grade II A & Grade II B:

1. *Definition.*— Grade II A and II B comprise of buildings of regional or local importance, possessing special architectural or aesthetic merit, cultural or historic values although of a lower scale than Grade I. These are local landmarks, contributing to the image and identity of the region. They may be the work of master craftsman or may be models of proportion and ornamentation or designed specially to suit a particular climate.

2. *Objective.*— Grade II A & II B deserves intelligent conservation.

3. *Scope for change.*— *Grade II A:* Internal changes and adaptive re-use will be generally allowed but external changes will be subject to scrutiny. Care will be taken to ensure the conservation of all the aspects for which the building or precinct is on the list and graded as Grade II A.

Grade II B: In addition to the above extension of additional buildings in the same plot could, in certain circumstances, be allowed provided that the extension/additional building is in harmony with and does not detract from the existing building or buildings or precincts especially in terms of façade, scale and height.

4. *Procedure.*— Development permission for the changes would be given by the Statutory Authority in consultation with the Conservation Committee.

Grade III:

1. *Definition.*— Grade III comprises of buildings and precinct of importance from the point of view of their being part of a townscape. They might evoke an architectural, aesthetic or sociological interest although not as much as Grade I and Grade II A or II B. These contribute to determine the character of the locality and can be representative of a lifestyle of a particular community or region. They may also be distinguished by a setting on a street line or special character of their façade and uniformity of height and scale.

2. *Objective.*— Grade III deserves protection of unique features and attributes.

3. *Scope for changes.*— External and internal changes and adaptive re-use would generally be allowed. Changes can include extensions additional buildings in the same plot or compound provided that these extensions or additional buildings are in harmony with and do not detract from the existing heritage building or precinct especially in terms of height and/or façade.

Reconstruction may be allowed when the building is structurally weak or unsafe or when it has been affected by accidental fire or any other natural calamity or if

reconstruction is required in order to consume the permissible FAR and no option other than reconstruction is available. However, unless absolutely necessary, nothing should spoil or destroy any special features or attributes for which it has.

Rules framed for Conservation Committee under the above Regulations:

Rule 1. The composition of Conservation Committee:

There shall be a Conservation Committee under these Regulations, consisting of following 17 (Seventeen) members as follows:

(1) The Hon'ble Minister for Town and Country Planning, Government of Goa/The Chief Secretary, Government of Goa or a Retired High Court Judge.. Chairperson;

(2) The Hon'ble Minister for Urban Development, Government of Goa/The Secretary to Government of Goa (Urban Development)... Member;

(3) The Hon'ble Minister for Panchayats Government of Goa/The Secretary to Government of Goa (Panchayats) ... Member;

(4) 'Structural Engineer'— to be nominated by the Executive Council/ Committee/Chairman/Secretary of the Institution of Engineers of India, GOA Center, Goa ... Member;

(5) 'Architect'— to be nominated by the Executive Council / Committee/ Chairman/Secretary of the Indian Institute of Architects (GOA Chapter), Goa.. Member;

(6) 'Town Planner'— to be nominated by the Executive Council/Committee Chairman/Secretary of the Indian Institute of Town Planners, Goa Regional Chapter, Goa ... Member;

(7) Representative of Goa Chamber of Housing Industry, Panaji, GOA ...Member,

(8) The Director of Department of Archaeology and Archives, Government of GOA ... Member;

(9) The Principal Chief Engineer, PWD, Government of Goa or his nominated representative not below the rank of Superintending Engineer preferably a Structural Engineer ...Member;

(10) The Superintending Archaeologist, Archaeological Survey of India, GOA Circle, Goa or Head of the unit in Goa ...Member;

(11) The Principal, Goa College of Architecture, Government of Goa ...Member;

(12) The Principal, Goa College of Arts, Government of Goa ... Member;

(13) The Director of Tourism, Government of Goa ...Member;

(14) The Chief Town Planner, Town and Country Planning Department, Government of Goa or his nominated representative not below the rank of Senior Town Planner ...Member.

(15) Nominee of Non Government Organization dealing in Urban Architecture/Heritage/Natural History/ Ecology and Environment having requisite qualifications/status appointed by the Government of Goa .. Member;

(16) Historian of Repute/with Doctorate in local history to be nominated by the Vice-Chancellor Goa University and appointed by the Government of Goa ... Member;

(17) The Secretary to Government of Goa (Town and Country Planning) ... Member Secretary of the Committee.

Rule 2. Conduct of the Conservation Committee:

(a) **Special powers:—**(i) The Committee shall have the powers to co-opt up to 2 (two) additional members who may have special knowledge of the subject, and who may be Experts of repute on Heritage/Conservation/History/Landscape/Natural History and other related fields to seek expertise on a specific proposal before the Commission if required.

(ii) The Committee shall have office in GOA with necessary administrative/technical staff as per staff pattern recruitment rules and account code as may be defined by the Government.

(iii) The Committee shall have powers to invite special invitees based on location of the proposals under its consideration from the concerned Local self Governments/Authorities viz.; City Corporation/ Municipal Council/Village Panchayats, Planning and Development Authority, Taluka/District level Town and Country Planning Department Offices and/or MLA of the area where the project is proposed in their constituency.

(iv) The Committee shall have powers to notify/ publish and direct Executive Officer of the local authority/body/local self government not below the rank of Collector to execute orders on behalf of the Committee to remove/demolish unauthorized constructions in the Conservation zone in public interest.

(v) The Committee shall have powers to make and seek financial provisions for funds in form of grant in aid/soft loan from the Government of Goa or other National or International Agency to manage the finances, audit and accounts of the Committee.

(b) **Term of office and Tenure of Members.—**(i) Save as otherwise provided in these rules the Chairperson and the Members of the Committee shall hold office for a period of three years from the date of their appointment by notification unless the term of office is terminated

earlier by the Government. The State Government has powers to supersede and reconstitute the Committee by a general or special order and any such direction shall be complied with by any or all.

(ii) The tenure of the members in the category 4, 5, 6, 7, 15 and 16, above shall change after three years provided however that the same person is eligible for reappointment as member. In case of Chairperson who is nominated by the Government the tenure of the membership is three years and that the same person is eligible for reappointment for another term of three years period with maximum tenure of six years only.

(c) *Membership roll.*—The Chairperson or Committee or Member Secretary of the Committee shall keep a record of the names of the members and their addresses.

(d) *Change of address.*— If a member changes his address, he shall notify his new address to the Member Secretary, who shall thereupon enter his new address in the official records (but if he fails to notify his new addresses the address in the official records shall for all purposes be treated as his correct address).

(e) *Honorarium, allowance payable to members of the Committee.*— (i) The Chairperson in case of non official as per definition shall be paid a fixed monthly honorarium of Rupees One thousand only. The other terms and conditions of service of the Chairperson, including allowances payable shall be as may be specified in the order of appointment and in absence of being so specified, such terms and conditions shall be as far as may be, the same as are applicable to Senior Class I officer of the GOA Government.

(ii) Non official member of the Conservation Committee who attend the meeting/inspection shall be paid a sitting allowance of Rupees 500/- per sitting for each day of the actual meeting/site inspection carried out by them. No other TA/DA will be payable.

(iii) An official member of the Conservation Committee shall be paid daily and travelling allowance as permissible under the relevant rules of their respective Government under whom he is serving according to his grade under the Supplementary and Fundamental Rules.

(f) *Notice of Meetings.*— (i) The meeting of the Committee shall ordinarily be held in GOA on such dates as may be fixed by the Chairperson; provided that it shall meet at least once in every three months.

(ii) The Chairperson shall, upon the written notice of not less than 7(seven) members of the Committee shall call a special meeting.

(iii) 15 (Fifteen) clear days' notice of an ordinary meeting and 5 (Five) clear days' notice of a special meeting specifying the time and the place at which

such meeting is to be held and the business to be transacted thereof shall be given by the Member Secretary to the Members.

(iv) Notice of the meeting shall be given to the members by delivering the same by a messenger/or by courier or by sending it by post/Fax/E-mail or telephonic message to his last known place of residence or business in any such manners the Chairperson may in the circumstances think fit.

(g) *Conduct of meeting.*— (i) No member shall be entitled to bring forward for the consideration of the meeting any matter of which he has not given 10 (ten) clear days' notice to the Member Secretary, unless the Chairperson, in his discretion permits him to do so.

(ii) The Committee may adjourn its meeting from day to day or any particular day; where the meeting of Committee is adjourned from day to day, notice of such adjourned meeting shall be given to the members available at the place where the meeting is adjourned, if held and it shall not be necessary to give notice of the adjourned meeting to the other members.

(iii) Where the meeting of the Committee is adjourned not from day to day but from the date on which the meeting is to be held to another day, notice of such meeting shall be given to the members as provided in the sub-rule (f) of the rule.

(h) *Presiding officer.*— The Chairperson shall preside at every meeting and in his absence the Member Secretary shall hold the meeting or in absence of both the members present shall elect any one of the members to preside at the meeting.

(i) *Quorum.*— (i) One-half of the total members as per the notification of the Committee shall form the quorum for any meeting.

(ii) If at any time fixed for the meeting or during the course of any meeting less than one half of the total number of members are present, the Chairperson may adjourn the meeting to such date and time on the following or on some other future date and time as he may fix.

(iii) No quorum shall be necessary for the adjourned meeting.

(iv) No matter which has not been on the agenda of the ordinary or the special meeting, as the case may be shall be discussed at the adjourned meeting.

(v) where the meeting of the Conservation Committee is adjourned under sub-rule (ii) above for want of quorum to the following day, notice of such adjourned meeting shall be given to the members available at the place where the meeting which is adjourned is held by messenger and it shall not be necessary to give the notice of the adjourned meeting to other members.

(vi) Where the meeting of the Conservation Committee is adjourned under sub-rule (ii) above for want of quorum not to the following day and time but to with sufficient gap, notice of such adjourned meeting shall be given to all members as provided in the sub-rule (iv) of (f) above.

(j) *Minutes.*— (i) Record shall be kept of the names of the members who attended the meeting and the proceedings of the meeting in a book to be maintained for the purpose by the Member Secretary.

(ii) The Minutes of the previous meeting shall be read at the beginning of every succeeding meeting and shall be confirmed and signed by the Chairperson/Presiding Officer at such meeting.

(iii) The proceedings shall be open to inspection by any member at the office of the Member Secretary during office hours.

(k) *Maintaining order at the meeting.*— The Presiding Officer shall maintain order at the meeting.

(l) *Business to be transacted at the meeting.*— (i) Except with the permission the Presiding Officer, no business which is not entered in the agenda or for which notice has not been given under rule (v) of (f) shall be transacted at any meeting.

(ii) At any meeting, business shall be transacted an order in which it is entered in the agenda unless otherwise resolved in the meeting with the permission of the Presiding Officer.

(iii) Either at the beginning the meeting or after the conclusion of the debate on a motion during the meeting, the Presiding Officer or a member may suggest a change in the order of the business as entered in the agenda and if the Chairperson agrees, such a change shall take place.

(m) *Decision by Majority.*— All questions other than those not covered in the set of Regulations/or not in tune with the rules framed under the regulations or have peculiar situation or speak for interpretations when considered at a meeting of the Conservation Committee shall be decided by a majority of votes of the members present and voting and in event of equality of votes, the Chairperson or in absence of the Chairperson, the member presiding at the meeting as the case may be, shall have a second or a casting vote as per (h) above.

(n) *Disqualification of Member/Barring of member from proceedings.*— A member shall cease to be member of the Committee if he—

(i) is declared to be of unsound mind by a competent Court; or

(ii) is adjudged insolvent; or

(iii) has been convicted by any court in India of any offence, and sentenced to imprisonment for not less than two years; or

(iv) is absent without the permission of the Committee in writing from three consecutive meetings thereof or from all the meetings of the Committee for six consecutive meetings

(v) A member, who is directly or indirectly concerned or interested in any proposal before the Committee, or is professionally interested on behalf of a principal or other person in any manner concerning the Committee, or is engaged at the time in any proceedings against the Committee, shall at the earliest possible opportunity, disclose the nature of his interest to the Committee and the disclosure shall be recorded in the minutes of the Committee. The said member shall not be present at any meeting of the Committee when such a proposal is discussed, unless his presence is required by the other members for purpose of eliciting information, but no member so required to be present shall vote on such proposal.

(o) *Filling of vacancies.*— In event of a vacancy in the office of any member of the Committee, the vacancy shall be filled by the Government and the person so appointed shall hold office so long as the member in whose place he is appointed would have held office, if the vacancy had not occurred.

(p) *No proceeding to be invalid due to vacancy or any defect.*— No proceeding of the Committee shall be invalid by reasons of existence of any vacancy in or any defect in the constitution of the Committee.

(q) *Staff and office setup of the Conservation Committee.*— (i) The number of officers and staff to be appointed by the Committee shall be as such as may be approved by the Government in this behalf.

(ii) The designation, qualifications, pay, allowances and the methods of recruitment of the officers and staff of the Committee shall be such as may be approved by the Government in this behalf and the terms and conditions of service shall be such as applicable to a GOA Government servant. The Committee shall draw budgetary provision under the Town and Country Planning Budget head with account code, pattern of assistance defined staff pattern with recruitment rules thereof as may be defined by the Government.

(r) *Power and duties of the Chairperson of the Committee.*— (i) The Chairperson shall have overall control over day to day activities of the Commission.

(ii) The Chairperson may undertake tours within Goa and outside Goa after obtaining permission of the Committee, provided that the Chairperson may order delegate any of his powers or functions under these rules to the Member Secretary subject to such restrictions and conditions as may be specified in

the order, provided further that whenever the Chairperson is unable to discharge his function owing to absence, illness or any other cause or in event of any vacancy in his office by reason of death, resignation, disqualification or otherwise, the Member Secretary shall exercise the powers and perform the functions of the Chairperson under these rules until the date on which the Chairperson resumes his duties or a new Chairperson assumes office.

(s) Power and duties of the Member Secretary.— The Member Secretary shall be subordinate to the Chairperson and shall, subject to the control of the Chairperson exercise the following powers.

(i) The Member Secretary shall be in charge of all confidential papers of the Committee and shall be responsible for preserving them,

(ii) The Member Secretary shall produce such papers whenever so directed by the Chairperson and shall make available such papers to any member of the Committee,

(iii) The Member Secretary shall be entitled to call for the services of any officer or employee of the Committee and files, papers and documents for study as also to carryout inspections with other Members of the Commission at anytime including checking of accounts, vouchers, bills and other records and stores pertaining to the Committee.

(iv) The Member Secretary shall make all arrangements for holding the meetings, inspections of the Committee and meetings of sub committees constituted by the Committee.

(v) All orders or instructions to be issued by the Committee shall be over the signature of the Member Secretary who shall authorize, sanction, pass all payments against all allotments made or estimates sanctioned by the Committee.

(vi) The Member Secretary shall exercise such other powers and perform such other functions as may be delegated to him time to time by the Commission or by the Chairperson, Conservation Committee.

Rule 3. The terms of reference of the Conservation Committee (CC) shall be, inter alia.— (1) To recommend to the Local Authority whether development/building/ demolition permission/sanction should be granted under the Heritage Regulations and conditions thereof in Heritage Precincts/Buildings/Conservation areas as shown in the Statutory plans or for buildings/group of buildings out side the Conservation areas but having explicit heritage value as deemed by the Committee. The permission/sanction shall be valid for a period of three years and renewals shall be issued on one year basis. To direct to remove/demolish unauthorized construction in Conservation Zone.

(2) To prepare or oversee the preparation of a list (therein and thereafter referred to as "the list") of individual buildings, areas, precincts or groups of buildings, sites, artifacts, boulevards, promenades, or any such area earmarked in the Statutory Plans (herein and thereafter referred to as "listed buildings/precincts/conservation zones") which has architectural, cultural, social, archaeological, historic, landscape, aesthetic value or as an open space, skyline, roofs cape, view or vista for the community or is associated with a person or event of local, regional, national importance to which the Heritage Regulations could apply. In this regards the Committee shall have powers to appoint Consultants/ Sub-committee of Members of the Committee to oversee and prepare the list within a specified time frame.

(3) To advise on the delisting/redefinition and reuse of listed structures in Conservation Zone in event of fire/ collapse with approval of the Government. To take over individual buildings, areas, precincts or groups of buildings, sites, artifacts, boulevards, promenades, or any such area earmarked in the Statutory Plans (herein and thereafter referred to as "listed buildings/precincts/conservation zones") which has architectural, cultural, social, archaeological, historic, landscape, aesthetic value or as an open space, skyline, roofs cape, view or vista for the community or is associated with a person or event of local, regional, national importance in event of inability of the owner to maintain the building with the approval of the Government.

(4) To advise whether any relaxation, modification, alteration or variance of any of the Goa Land Development and Building Construction Regulations, 2008 is called for under the Conservation Committee Regulations, case by case or general as a whole.

(5) To advise in the operation of the above mentioned Heritage Conservation Regulations to regulate, eliminate/ remove and demolish outdoor advertisements/ hoarding / signage on the Façade of a listed building individual buildings, areas, precincts or groups of buildings, sites, artifacts, boulevards, promenades, or any such area earmarked in the Statutory Plans (herein and thereafter referred to as "listed buildings/precincts/conservation zones") which has architectural, cultural, social, archaeological, historic, landscape, aesthetic value or as an open space, skyline, roofs cape, view or vista for the community or is associated with a person or event of local, regional, national importance and to recommend guidelines to be adopted by private parties who sponsor beautification programs under Sponsorship Scheme in Conservation Zone and give approval for such proposals.

(6) To advise whether to allow the consumption of the Transfer of Development Rights Certificate in a Heritage precinct/area/ Conservation zone to designated receiving areas in the statutory plans as per the laws to be framed by the Government and identify such receivable areas for TDR, from time to time.

(7) To advise in cost of repairs to be given to owners of existing building should need to arise to help a listed

building owner to bring his listed building back to its original shape. For this purpose the Conservation Committee may also try to keep raise funds through private sources/by way of soft loans for completion of works with terms and conditions as specified in Special Vehicle Schemes of the Government.

(8) To prepare or oversee the preparation of design guidelines for listed buildings/precincts/conservation zones from the point of view of, height control, maintenance of essential façade characteristics and other design elements, of style and to suggest suitable designs adopting new materials for replacements keeping the old form intact as far as possible and with universally accepted conservation principles in special sensitive areas identified by the Committee.

(9) To advise on any other issue as may be required from time during the course of scrutiny of proposals that may come before the Conservation Committee and in the overall interest of protection, preservation and conservation of the State heritage.

(10) To appear before Government either independently or collectively or through or on behalf of the Chairperson in cases of proposals for listed buildings/precincts/conservation areas or zones been placed on the heritage list.

Rule 4: Procedure for obtaining development permission.— Development permission would be given by the Statutory Authority itself but in consonance with guidelines that are laid down by Government in consultation with the Conservation Committee.

The guiding factors for Drawing/Designing of any structure in Conservation areas shall be:

(a) Overall Architectural features in the area.

(b) Architectural elements used in the Buildings in that street.

(c) Overall façade pattern of the generally/universally appreciated buildings in that area.

(d) Socio cultural profile of the area; and

(e) the on-going commercial activities with special reference of traditionally followed trade in terms of mixed land-use or single land-use

It is expected that the Designer will attempt to enhance the aesthetical beauty of the area or at least attempt to retain the same in terms of architectural, socio-cultural and historic forms and values. It is also expected that when a design is conceived the same is not inconsistent in character with the rest of the area. It is also expected that the sky line and the important elements of design used in the façade of the buildings are picked up from the generally adopted elements in the said areas especially when designing the masonry work as well as the wood work (thresholds, window frames etc.). It is also highly desirable to consider the landform for achieving better results in site planning of the structures and cutting and filling of land is avoided. The vegetation in the backdrop of the proposed buildings with special reference to the trees is also to be taken into consideration while designing the roofs-cape of the building. It is also worthwhile to consider the colour scheme for the building in advance to blend with the ambience of the said area and street.

By order and in the name of the Governor
of Goa.

Morad Ahmad, Chief Town Planner & ex officio
Jt. Secretary.

Panaji, 8th August, 2008.